



## SOMPO INTERNATIONAL

Sompo International Holdings Ltd. (Sompo International) is a specialty provider of property and casualty insurance and reinsurance, established in March 2017 as the result of the acquisition of Endurance Specialty Holdings Ltd. by Sompo Holdings Ltd. (Sompo).

Sompo's core business encompasses one of the largest property and casualty insurance groups in the Japanese domestic market. In addition, Sompo is engaged in the provision of insurance services as well as other related services through its global network of businesses operating in 32 countries around the world.

Sompo International is the international operation and a wholly owned subsidiary of Sompo, which trades on the Tokyo Stock Exchange. Through our operating subsidiaries, Sompo International underwrites agriculture, professional lines, property, marine and energy, and casualty and other specialty lines of insurance and catastrophe, property, casualty, professional lines, weather risk and specialty lines of reinsurance.

As a leading global provider of insurance and reinsurance, we recognize that our success is derived directly from those who matter most: our people. Sompo International's headquarters is in Bermuda and we currently have offices in the United States, the United Kingdom, Continental Europe, and Asia. At Sompo International, a shared commitment to integrity, teamwork, agility, execution, and excellence define our culture, and we strive to create exceptional value for our clients and shareholders and maintain Sompo International as a desirable place to work.

We are seeking a **Risk Control Assistant** for our **Risk Control** team. Global Risk Solutions offers comprehensive loss control services targeted at select industry verticals. Servicing middle market and large accounts domiciled in the U.S., we work through a network of retail brokers who share our commitment to long-term partnerships built on white glove service. This position will be based in Florham Park, NJ.

The Risk Control Assistant is responsible for providing support to the Risk Control Department. This position will serve as the primary point of contact for internal Risk Control inquiries, obtaining new business specifics from the account team, proof reading technical reports and other documentation, researching technical safety and Risk Control information, efficient and effective use of excel to analyze data utilizing pivot tables to create graphs and charts accordingly, assistance with the scheduling, logistics and preparation for training seminars, other duties as requested.

### **Duties and Responsibilities:**

- Prepare, manipulate, and upload Excel-based data reports.
- Compile and distribute technical bulletins and monthly client newsletters.
- Act as Risk Control System Administrator:
- Perform research.
- Make a positive contribution to customer satisfaction and constantly strives to improve service to customers.
- Communicate in a positive manner to contribute to a cohesive, pleasant work environment.
- Protect the confidentiality of information learned by performing the duties of the position.
- Respond in a timely manner to the requests and needs of clients and Sompo associates.



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### Qualifications:

- Bachelor's degree or equivalent work experience preferred
- Insurance industry experience is a plus, but not required
- High level of reading and math comprehension, and ability to apply mathematic formulas a must.
- Must possess proficiency with Microsoft Outlook, Excel, PowerPoint and Word.
- Must have strong organizational and time management skills, to meet time sensitive deadlines.
- Demonstrates strong interpersonal communication skills and ability to interact professionally with Associates at all levels of responsibility, as well as with external clients.

Sompo International offers a competitive compensation and benefits package commensurate with experience. **The minimum salary for this position: \$50,000.** For consideration; please e-mail your resume along with your Minimum Salary Expectations as well as your Minimum Total Compensation Expectations to: [dturney@sompo-intl.com](mailto:dturney@sompo-intl.com).

**Sompo International is an equal opportunity employer committed to a diverse workforce.  
M/F/D/V**

Visit our website at [www.sompo-intl.com](http://www.sompo-intl.com)