



## SOMPO INTERNATIONAL

Sompo International is the trade name for the global specialty property and casualty insurance and reinsurance operations of Sompo Holdings, Inc. ("Sompo"), established in March 2017 as the result of Sompo's acquisition of Endurance Specialty Holdings Ltd.

Sompo is a financial services holding company organized under the laws of Japan whose shares are listed and posted for trading on the Tokyo Stock Exchange. Sompo, through various operating subsidiaries, is one of the top three insurers in Japan and 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 of Sompo and, through its operating subsidiaries, writes agriculture, casualty and other specialty, professional lines, property, marine/energy and aviation lines of insurance and catastrophe, property, casualty, professional lines and specialty lines of reinsurance.

As a leading global provider of insurance and reinsurance, we recognize that our success is derived directly from those whose contributions 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. A shared commitment to integrity, accountability, collaboration and agility 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 **Business Analyst, Surety Insurance** to join our **Information Technology** team in our **Purchase, NY or New York, NY** office.

### **Main areas of responsibility:**

- Identify and translate business needs into clearly defined requirements for the insurance surety policy administration system. Develop requirements documentation inclusive of business requirements, user stories/ use cases, process flows, data flows and report mock-ups.
- Plan, facilitate, and conduct requirements gathering sessions, meetings, and presentations.
- Build strong relationships within the business units and support functions to understand the business needs.
- Collaborate with development and testing teams to provide subject matter expertise, ensure that out of the box functionality is leveraged and to assist in troubleshooting and resolving issues.
- Ensure that proposed solutions are focused on improving efficiency and effectiveness of the business processes, and are consistent across products where possible.
- Participate in the development and planning of the User Acceptance Testing activities, including test plans and scripts, based on requirements.
- Facilitate UAT execution phase and work with business lead and project manager to obtain user acceptance test signoff.

### **Desired Skills & Experience:**

- 5+ years as an IT Business Analyst working in the Property & Casualty insurance industry, with an understanding of the terminology, business functions and business processes.



## SOMPO INTERNATIONAL

- Experience with policy administration systems is required. Experience with surety insurance underwriting a huge plus.
- Experience with web based applications a must.
- Agency Management knowledge a plus.
- Hands-on experience writing functional requirements or user stories is required.
- Proven track record of creating clear, concise deliverables that reflect a deep understanding of business needs and the out of the box software functionality.
- Excellent problem-solving and analytical skills.
- Experience operating and interfacing with business management, including negotiation and presentation skills.
- Excellent communication skills, both written and verbal. Understands communication channels and escalates appropriately.
- Strong initiative; able to self-manage. Comfortable with ambiguity and able to work through it to get the right things done.
- Must be able to see tasks through to completion without significant guidance.
- Personal time management skills and ability to meet individual and team deadlines.
- Experience with Office, Visio, SharePoint and Microsoft Visual Studio Team system beneficial.
- Must be a team player who works well with technical and business resources.

Sompo International offers a competitive compensation and benefits package commensurate with experience. The minimum salary for this position is: \$80,000. For consideration, please e-mail your resume along with your Minimum Salary Expectations as well as your Minimum Total Compensation Expectations to: [achimera@sompo-intl.com](mailto:achimera@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)