



## 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.

### **Responsibilities**

We are seeking a **Human Resources Manager** to join Sompo International's HR team in our **Mount Juliet, TN** office. This role will act as a human resources generalist within assigned client groups. In addition to ensuring compliance with federal, state and local laws and regulations, this position is responsible for enabling management effectiveness through talent management, employee relations, and the delivery of targeted training programs

### **Essential Duties and Responsibilities:**

#### *Building Capability: (40%)*

- Support and communicate employee relations practices that create a positive organizational culture and drive high performance
- Drive the sourcing and the selection process for all assigned groups
- Cultivate leadership and ethical values in self and others through modeling and coaching
- Assist in the company's succession planning process and associated action planning process
- Assist in the administration, management and implementation of targeted training programs (face-to-face, or computer based training) as required
- Assist with internship program and other trainee programs



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### *Execution of HR Initiatives: (40%)*

- Provide employee relations services to managers and employees
- Implement and execute performance management programs and procedures, including but not limited to performance appraisals and performance improvement plans
- Identify staffing requirements and sourcing strategies needed to meet the goals and objectives of client groups
- Onboard and orient new employees
- Communicate compensation and benefits plans and policies
- Assist in annual compensation planning and performance management processes

### *Compliance: (20%)*

- Ensure compliance with all applicable federal, state and local laws and regulations
- Investigate and resolve employee complaints, issues and concerns regarding employment practices
- Execute and monitor policies and procedures to ensure fairness and consistency
- Partner with inside and outside legal counsel to respond to and if necessary defend complaints

### **Qualifications:**

- Bachelor's Degree, Human Resources or related field or relevant experience required
- Minimum of 5 years exempt-level Human Resource experience preferably in Insurance or Financial Services
- Must have previous experience with Talent Management, Organizational development/effectiveness, Employee Relations, and Change Management
- Strong data management and visualization skills (e.g., Excel, Visio, etc.)
- Strong written and verbal communication skills
- Willingness to adhere to strict confidentiality standards

Sompo International offers a competitive compensation and benefits package commensurate with experience. **The minimum salary for this position: \$75,000.** For consideration; please e-mail your resume along with your Minimum Salary Expectations as well as your Minimum Total Compensation Expectations to: [mconnors@sompo-intl.com](mailto:mconnors@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)