



Financial Accounts Assistant (maternity cover) – London

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 Financial Accounts Assistant for our London office reporting to the Financial Accountant. The role is responsible for recording LCA journals, cashbook postings and bank reconciliations of cash, accruals, preparation and booking of accruals, prepayments and other assets/liabilities. To support the Financial Accounting team in all aspects of the non-technical monthly and quarterly financial close process.

Duties and Responsibilities:

- Post the Lloyd's Central Accounts (LCA) postings for the Syndicate daily
- Prepare monthly accrual and prepayments journal entries, which includes analysis of accrued liability balances with supporting documentation for various entities
- Record cash journal entries including FX trades throughout the month for various entities
- Reconcile the Sompo International intercompany balance sheet payables and receivables accounts, settling balances and clearing receipts and payments.
- Resolution of Inter Company payables and receivables differences working closely with business services and other cross border group functions
- Prepare monthly bank reconciliations in multiple currencies for various entities on a timely basis
- Prepare supplementary cash lead schedules and cash analysis monthly
- Review the technical cash postings and liaise with Business Services to ensure they are recorded correctly
- Posting Monthly Payroll Journals and Reconciling the relevant control accounts
- Running monthly General Ledger revaluations for various entities



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- Review the General Ledger entries throughout the month and prepare journals for any re-classes as necessary
- Analyze and reconcile Balance Sheet accounts monthly for various entities
- Assist with internal and external audit requests
- Actively participate in continuous process improvements within the Global Financial Accounting Team and the broader Finance organization
- Assist management with Ad Hoc requests

Skills, Qualifications and Experience:

- Part qualified ACCA or CIMA
- Experience in a General Accounting function
- Self-motivated and able to work cohesively with management and team members
- Strong internal control awareness
- Knowledge of General Ledger Accounting System and knowledge of SAP would be advantageous but not essential
- A positive can-do attitude and the ability to work well within a team
- Strong verbal and written communication skills
- Intermediate level Microsoft Excel skills including pivot-tables and v-lookups
- Insurance/Syndicate knowledge preferred but not essential
- Good understanding of the revaluation and translation process

Sompo International offers a competitive compensation and benefits package commensurate with experience.

Sompo International is an equal opportunity employer committed to a diverse workforce.

Visit our website at www.sompo-intl.com