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Inward Reinsurance Processing Technician

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 an Inward Reinsurance Technician for our London office. The Inward Reinsurance Technician will be responsible for inward proportional treaty and non-proportional treaty management and processing, technical reconciliation, and financial and business compliance.

Responsibilities include:

- Undertake Technical Accounting responsibilities (including processing) for Inward Proportional & Non Proportional treaties
- Review & check accuracy of closings/documents of rendered accounts, cash calls, premium and loss reserve deposits; event claims management and tracking
- Process tasks/accounts accurately in an efficient manner by month end deadlines
- Collaborate with Claims Department on Inward Proportional treaty claims (inc event tracking)
- Demonstrate high level of attention to detail by producing exceptional quality and accurate technical data, when processing the technical accounts onto the Underwriting system – updating the system with accounting and payment information within agreed timeframes
- Timely investigation and resolution of challenging accounts is expected
- Collaborate with Internal and external clients to resolve any queries or technical issues
- Ensure overdue/late accounts are followed up and escalated to management
- Produce & analyze Weekly, Monthly & Quarterly reports as part of the close process
- Ad hoc tasks

Desired Skills and Experience

- Strong technical skills and ability to prioritize workload to meet deadlines
- Understanding of general insurance and reinsurance principles is essential

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- Understanding of clean cut accounts (portfolio in and out) is essential
- Understanding & review profit commission/sliding scale calculations is essential
- Experience in a similar processing role within the **Inward reinsurance market**
- Understanding of Proportional Treaty claim handling and event claims is desirable
- Good understanding of Bureau systems and procedures is desirable
- Knowledge of Property, Casualty, and Marine business classes desirable but not essential
- Understanding of Genius and SAP Accounting system is desirable but not essential
- Knowledge of Imageright is desirable but not essential
- Excel skills at intermediate Level is essential (Pivot tables & Vlookup formula)

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