

SIE Junior Accountant

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 **SIE Junior Accountant** who will support accounting and financial operations under the direction of the Branch Manager in our **Italy** office.

Responsibilities include:

- Recording of general ledger manual transactions, such as Bank commissions, Direct Debit and other incoming/outgoing payments;
- Checking cashed premium notices received from brokers;
- Cash matching of premium remittances from Brokers, Direct Clients and Consortia (JIA and non-JIA Business) with technical data;
- Cash matching of Claims paid (JIA and non-JIA Business) with technical data;
- Bank Reconciliation;
- Downloading and checking suppliers' invoices (e-billing) from the Tax Office platform;
- Checking weekly Payment Run proposal prepared by AP department for Italy Branch;
- New vendors setup and maintenance;
- Collecting supporting documentation related to all bank payments to be prepared;
- Providing payment evidence to the appropriate division;
- Ensure appropriate maintenance and filing of Official Registers for VAT and Withholding Tax and reconciliation to accounting records;
- Support in preparing Annual Tax Returns (Anagrafe Tributaria, Esterometro, Unico & 770 Returns);
- Supporting credit control activity;
- Supporting accounts reconciliation;
- Supporting Year-End Closing and Financial Audit activities;
- Other tasks instructed by the supervisors.



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Desired Skills and Experience:

- Diploma in Economics/Accounting
- Accounting experience would be advantageous
- Italian and English speaker
- SAP general ledger system would be advantageous
- Good communication skills, both written and verbal
- Excellent and effective time-management and organisational skills
- Advanced spreadsheet skills, strong practical knowledge of Excel
- Careful consideration of financial accuracy
- Proven ability to learn quickly
- Forward thinker and somebody with initiative to develop and improve current processes

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