



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, casualty, marine, aviation, energy 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 experienced **Insurance Operations Analyst - Facultative Reinsurance** for our **Florham Park, NJ** office and/or other office location may be considered. The role will be responsible for monitoring the Facultative Reinsurance Operations Inbox and processing the contracts into the Reinsurance Sub Ledger Systems SAP-FSRI and Procede. The role will also be responsible for creating and sending monthly facultative validations to the underwriting assistants and underwriters. Candidates must also understand and be able to articulate the opportunities and rationale for leveraging technology to automate insurance and reinsurance business processes, where applicable.

Core Responsibilities:

- Monitor the Facultative Reinsurance Operations Inbox
- Receive facultative contract placements from underwriting and process them into the Reinsurance Sub Ledger System SAP-FSRI to satisfy the booking of the premium and loss criteria setup
- Interpret contract wording from facultative reinsurance certificates, binders, slips, declarations, bordereaux's, and endorsements. Understand ceding hierarchy based upon the facultative reinsurance structure and layering provided by underwriting. In addition, interpret contract wording from the underline policy



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- Interpret facultative premium data to ensure proper allocation of facultative premium is recorded accurately in the Sub Ledger
- Interpret loss data and how it attaches and cedes to the facultative reinsurance contract
- Ensure accuracy of data, including coordination of reconciliation of the facultative results with the Ceded Re (Reinsurance Accounting) Department to confirm that the facultative reinsurance results agree to the terms of the facultative reinsurance agreements purchased by underwriting
- Act as liaison between Underwriting and Ceded Re (Reinsurance Accounting) Department for facultative reinsurance questions and inquiries from reinsurers and brokers
- Create & send Monthly FAC Validation to the underwriter assistants and underwriters
- Work with internal and external auditors to complete yearly SOX control review
- Maintain SOX control documentation including facultative certificate set-up documentation, facultative population completeness controls, and other FSRI input documentation
- Provide facultative reports (QTD, YTD, and ITD) to Senior Management upon request
- Work with internal and external departments, which include: Business Units, Ceded Re (Reinsurance Accounting) Dept, Claims Dept, IT, Operations, etc.
- Test new product implementations and system changes. This includes development of system solutions, UAT, test documentation and monitoring implementation in production
- Ad Hoc requests and projects, which include top priority booking requests, onboarding of new business lines, testing system upgrades, data enhancement, and process documentation
- Review account statements from reinsurers and brokers

Qualifications:

- Minimum 5 - 10 year's experience in property and casualty insurance
- *5 - 10 year's experience in facultative reinsurance **Preferred***
- Knowledge of Admitted and Surplus Lines Rules and Regulations for businesses such as Property, Casualty, Transportation, Workers Compensation, Healthcare, Professional Lines, Cyber, Marine, Aviation
- Strong understanding of both the underline insurance contract and the facultative reinsurance contract
- Strong understanding of SOX and regulatory compliance
- *Working knowledge of SAP-FSRI, ProCede, Genius, Guidewire Policy Center, Policy Center Claims Center, and ImageRight **Preferred***
- Excellent oral communication, written communication, and organizational skills
- Candidate must be flexible; team-oriented and have strong administrative skills that include ability to prioritize and multi-task
- Proficient in Excel, Outlook, PowerPoint, Word

Education:



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- Bachelor's Degree or related equivalent work experience

Sompo International offers a competitive compensation and benefits package commensurate with experience. For consideration; please e-mail your resume along with your Minimum Salary Expectations as well as your Minimum Total Compensation Expectations to: rwyant@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