



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.

We are seeking a **Senior Underwriting Associate I** in our **New York, NY office**. Global Risk Solutions offers comprehensive multi-line capabilities targeted at select industry verticals. Servicing middle market and large accounts domiciled in the U.S., we work through a network of retail brokers who share our commitment to long-term partnerships built on white glove service. Underwriting Assistants are responsible for submission management, processing and delivering of quotes, binders and policies to the producers within specific performance standards. They are also responsible for technical analysis of specific underwriting data to assist underwriters in the underwriting process.

Essential Duties and Responsibilities

- Handles clearance of new submissions and file set-up of new policies; reviews submission and asks broker for missing information
- Maintain service standards by timely response to broker requests
- Provide backup to other UA's as necessary
- Rate various lines of business following set workflows and guidelines
- Maintain file integrity by ensuring all necessary documents are filed in ImageRight in a timely manner
- Initiate, complete and send quote letters to brokers
- Review and resolve premium discrepancies
- Assist with premium audit discrepancies
- Pull loss reports
- Create, process and distribute binders, policies and endorsements within processing standards established by management
- Register bound premium within established guidelines
- Completes Pricing models
- Completes CAT Models



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- Communicate directly with brokers to confirm or obtain data needed for policy issuance and servicing
- Train and coach new employees and other UAs
- Individual coaching and training of new employees and other UAs
- Review and analyze facultative reinsurance certificates as determined by management
- Handle special projects as assigned
- Process and sign-off on endorsements within authority
- Participate in workflow, testing and process management with vendors

Qualifications

- 5 plus years of experience as a technical/underwriting assistant with similar duties;
- Bachelor's Degree Preferred
- Strong problem solving and decision-making abilities;
- Strong written and oral communication skills;
- Computer skills including PowerPoint, Word, Excel, Outlook, Access, Adobe Acrobat;
- Able to multi-task and communicate well;
- Demonstrated planning and organizational skills

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: gconover@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