



Endurance Specialty Holdings Ltd. is a global specialty provider of property and casualty insurance and reinsurance. Through its operating subsidiaries, Endurance writes property, agriculture, professional lines, casualty and other specialty lines of insurance and property, catastrophe, casualty, professional lines and specialty lines of reinsurance.

Endurance maintains excellent financial strength as evidenced by the ratings of A (Excellent) from A.M. Best (XV size category) and A (Strong) from Standard and Poor's on our principal operating subsidiaries.

As a leading global provider of insurance and reinsurance, we recognize that our success is derived directly from those who matter most: our people. We currently employ over 1,000 professionals in offices in Bermuda, the United States, the United Kingdom, Singapore and Zurich. At Endurance, 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 Endurance as a desirable place to work.

Summary

We are seeking an **Inward Reinsurance Technician - Syndicate (12 month fixed term) for our London office.** The Inward Reinsurance Technician - Syndicate will be responsible for

- Lloyds market Inward Proportional Treaty & Non Proportional Treaty Management & Processing
- Technical Reconciliation
- Financial & Business Compliance

Essential Duties and Responsibilities:

- 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
- Review & sign off broker files adhering to Lloyds KPI
- Handle and review daily exceptions as and when required
- Timely investigation and resolution of challenging accounts is expected
- Produce & submit LPANs as and when required
- 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
- Collaborate with Internal and external clients to resolve any queries or technical issues
- Ensure overdue/late accounts/bordereaux are followed up and escalated to management
- Ad hoc tasks as directed by Line manager

Skills / Competencies / Qualifications:

- Strong technical skills and ability to prioritize workload to meet deadlines



- Understanding of general insurance and reinsurance principles is essential
- Understanding of clean cut accounts (portfolio in and out) is essential
- Understanding & review profit commission/sliding scale calculations is essential
- 3+ years' experience in a similar processing role within the **Lloyds 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, Trade & Political risk, Casualty, and Marine business classes desirable but not essential
- Understanding of Genius 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)

Endurance offers a competitive compensation and benefits package commensurate with experience. For immediate consideration; please e-mail your resume as a Word document along with salary history/requirements to: <recruiter e-mail address>

Visit our website at <http://www.endurance.bm/>

Endurance is an equal opportunity employer committed to a diverse workforce. M/F/D/V