



Sompo International is the trade name for the global specialty property and casualty insurance and reinsurance operations of Sompo Holdings, Inc. ("Sompo"), established in March 2017 as the result of Sompo's acquisition of Endurance Specialty Holdings Ltd.

Sompo is a financial services holding company organized under the laws of Japan whose shares are listed and posted for trading on the Tokyo Stock Exchange. Sompo, through various operating subsidiaries, is one of the top three insurers in Japan and 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 of Sompo and, through its operating subsidiaries, writes agriculture, casualty and other specialty, professional lines, property, marine/energy and aviation lines of insurance and catastrophe, property, casualty, professional lines and specialty lines of reinsurance.

As a leading global provider of insurance and reinsurance, we recognize that our success is derived directly from those whose contributions 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. A shared commitment to integrity, accountability, collaboration and agility 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 **Reinsurance Operations Analyst** who can provide support for both **Blue Capital** and **Global Reinsurance** operational needs. This position is a key member of the Reinsurance Underwriting Operations team supporting systems, processes and reporting for both Blue Capital and Global Reinsurance. The Reinsurance Operations Analyst will be primarily responsible for supporting the Blue Capital operations with production support and delivery of management information reporting. In addition to day to day operational support, this position will be responsible for liaising with IT services to coordinate the build out of internal systems and processes surrounding workflow, reporting and service delivery. The Reinsurance Operations Analyst will also provide support for the Integrated Reporting and Operations initiatives; two major projects shaping the operational future for the Global Reinsurance team. This position requires strong computer skills, attention to detail, positive professional attitude, and ability to work in a team environment. The position reports to AVP, Reinsurance Underwriting Operations and is located in the **Bermuda** Office.

Main areas of responsibility:

- Perform the monthly operational close process for Blue Capital
- Prepare and distribute monthly and quarterly management information reporting packs



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- Provide supporting information for quarterly board reporting packs, regulatory reporting and marketing presentations
- Coordinate trust amendments and withdrawals with underwriting and finance after each renewal period
- Conduct regular operational audits to ensure proper documentation is available for each Blue Capital trade
- Liaise with IT services on behalf of Blue Capital and Global Reinsurance to assist with requirements gathering and testing of new functionality, reports and reporting tools
- Serve as primary point of contact for ad hoc Blue Capital data requests
- Serve as primary production support for all Blue Capital applications, provide secondary support for Global Reinsurance applications when needed
- Support continued process improvement within reinsurance underwriting operations and reporting

Qualifications, Skills and Experience:

- Bachelor's Degree or equivalent work experience
- Entry level to 3 years work experience with preference to insurance industry
- Strong proficiency with Microsoft Office suite especially Excel; Basic VB knowledge preferred with ability to manage, run and create SQL reports
- Strong analytical and detail-oriented aptitude; a high degree of accuracy is required
- Excellent communication skills both verbal and written
- A demonstrated commitment to high professional ethical standards and a diverse workplace
- Excels at operating in a fast pace, community environment
- Ability to manage time effectively, set priorities and meet deadlines
- Ability to learn and adapt to change

Sompo International offers a competitive compensation and benefits package commensurate with experience. For consideration; please e-mail your resume along with salary history/requirements to: JBrewer@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