



Job Description

Actuary

Position Summary:

The Actuary will work with the Vice President, Actuary in the development of product pricing and reserving. The Actuary will also work with internal and external resources to develop data management and analyses for new and current insurance products.

Responsibilities:

- Develop and review rate indications, primarily in residential lines of business.
- Actively participate in reserving analyses and reserve committee discussion and selections.
- Review and manage regulatory rate filings with company actuaries for new and existing products.
- Work closely with departments to introduce new products and features into the underwriting and claims departments daily function.
- Help relevant business units design and build the necessary analytical tools and data to economically deliver quality insurance products.
- Prepare monthly, quarterly, and ad hoc reporting and analysis for management.

Knowledge and Skills:

- Knowledge and understanding of actuarial practice.
- Knowledge of products and concepts relating to the P&C industry.
- Critical Thinking and Analysis.
- Effective Communication.
- Tenacity & Ethics.
- Technology proficient (excel, access, word, SQL, R and ability to learn new software).
- Must perform well under pressure and in a changing environment.

Experience and Education:

- 5-7 years of experience in an actuarial or analytic role, preferably in property cat pricing or reserving.
- Previous experience working closely with underwriting and/or product development.
- Previous experience with state filing process, preferably in Gulf and Atlantic coast states.
- New ACAS (Actuary) or near-ACAS (Senior Actuarial Analyst).

- Proficiency with Microsoft Office, SQL, R, GLM and a high degree of comfort working with large datasets is preferred.
- Proven math and analytical skills, as normally acquired through a degree in Mathematics, Statistics, Economics, Actuarial Science, or related field experience.
- Solid oral and written communication skills.

Physical requirements:

- **Sedentary Work.** Exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.
- **Visual Acuity.** Required to have close visual acuity to perform activities such as: preparing and analyzing data and figures, viewing computer terminal, extensive reading.
- **Reaching.** Extending hand(s) and arm(s) in any direction
- **Fingering.** Picking, pinching typing or otherwise working primarily with fingers rather than with whole hands
- **Repetitive Motion.** Substantial movements (motions) of the wrist, hands and/or fingers.
- **Talking.** Expressing or exchanging ideas by means of the spoken work. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.

Department: Risk Management
Reports to: Vice President Actuary
FLSA Status: Exempt
Position Level: Staff