Technical Accountant III

USA - Fort Wayne, IN

About Swiss Re

This is your opportunity to join one of the world's leading reinsurers. Our reinsurance business at Swiss Re is about understanding and analysing the major risks that concern the world - from natural catastrophes to climate change, from ageing populations to cybercrime. We combine experience with expertise and innovative thinking to create new opportunities and solutions for our clients. And we enable the risk-taking essential to enterprise and progress. This is only possible with around 10,000 truly exceptional Swiss Re people across our group worldwide.

About the role

This position is responsible for the accurate and timely administration of all individual life assumed and related quota share retrocession treaties for assigned client companies. Incumbent performs the allocation and management of cash and disbursements, and is also responsible for the review and analysis of actual financial results for reasonableness for the same assigned clients. Incumbent creates and maintains policy master information and assures treaty compliance on all records and reports, including inputs to the management of Swiss Re's retention. Incumbent supports the Claim Process through building of claim skeleton records as needed. Incumbent will have extensive contacts with

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clients, and will work with other departments to assist in servicing client accounts. Incumbents at this level may get some exposure to working with the more complex and high profile accounts. Incumbent must be able to work within tight deadlines to meet cash close dates along with recency and key performance indicator targets.

About the team

Essential Responsibilities –

- Process client's electronic files using Swiss Re's Message Management system within BoF. Analyze output and work with Data Management Team as needed to resolve all errors. Work with clients, Business Managers, Account Validation team and Quality Assurance as needed to identify and suggest needed changes to client's systems and data reported on client's files. Ensure the quality of financial and policy data contained in Swiss Re systems for use by all stakeholders.

50%

- Thoroughly reviews, balances and analyzes policy and financial data in order to allocate cash receipts/disbursements to appropriate client treaties within TA Manager system. With each statement processed, actively communicates to management and other departments any financial impact situations, or noticeable deviations of anticipated trends, for either financial or policy related details. Often requires interfaces with client to review and resolve issues. 20%

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Technical Accountant III

- Maintains strong relationships with external clients 10%
- Reviews reported claims to determine whether Swiss Re is on the risk for all applicable claims (examples include death, WOP and DI claims) and to determine that premiums are paid to a current date. Builds skeletal records on the BoF system and establishes claim liability via building of claim records, under the correct treaty and pricing segment. 10%
- Assists with the preparation for and participates as needed in on-site client audits to assure that client systems and processes support treaty compliance and solid management of the reinsurance deals. 5%
- Proactively manages client delinquencies for payments and reports by monitoring the receipt of cash and reports within the prescribed treaty terms, and follows-up with clients as necessary. Reviews monthly unallocated report, keeping unallocated cash current within predetermined targets. 5%

About You

- Associate's degree or equivalent experience in an Accounting/Finance related discipline; or 1-2 years related experience, in a reinsurance/insurance environment
- Strong math skills
- Proven analytical and problem-solving skills
- Proven strong PC skills, including Word, Excel, Power Point and Access. Skill level should be evident from experience and past projects
- Willing to learn new tools/applications and ability to apply knowledge to new situations
Technical Accountant III

- Proven organizational and time management skills; ability to handle multiple priorities within tight deadlines
- Proven interpersonal skills for working internally across departments, as well as with clients.
- Change adaptable
- After initial training period, ability to act independently. Ability to apply training to different situations.
- Detail oriented
- Effective written and oral communication skills
- Insurance and reinsurance experience/knowledge preferred.
- Take and pass LOMA 1 and 2 within the first 12 months.
- Take and pass Reinsurance Administration exam within the first 24 months.

The Company is an equal opportunity employer. It is the practice of the Company to recruit, hire and promote without regard to race, religion, color, national origin, sex, disability, age, pregnancy, sexual orientations, marital status, military status, or any other characteristic protected by law. Decisions on employment are solely based on an individual's qualifications for the position being filled.

During the recruitment process, reasonable accommodations for disabilities are available upon request. If contacted for an interview, please inform the Recruiter/HR Professional of the accommodation needed. USA - Fort Wayne, IN