

# JOB POSTING

Atlanta Office  Chicago Office

**JOB TITLE:** Actuarial Assistant

**DEPARTMENT:** Individual Health

Exempt  Nonexempt

## **DUTIES & RESPONSIBILITIES:**

- Assist IH actuaries in evaluation of reinsurance pricing opportunities. This would include the review of information provided by the client, setting up and running pricing models, and appropriate documentation of pricing and computer files. (55%)
- Develop market intelligence including premium and product competitive analyses. Track industry developments (15%)
- Assist in preparation of financial analysis and experience studies of existing accounts. (20%)
- Assist as necessary with special projects (10%)

## **SKILLS & KNOWLEDGE REQUIRED:**

- Math skills
- 2 years actuarial experience
- Near ASA to ASA
- Computer literate, experience with Excel, Access and Word.

## **PREFERRED SKILLS:**

- Previous work experience within the health insurance industry
- Knowledge of TAS or Axis pricing software
- Actuarial Science or Math degree with intent to complete actuarial exams and attain FSA designation.

**APPLICATION INSTRUCTIONS:** Provide a current resume and cover letter addressing your experience in the specified requirements and forward them to [careers@marclife.com](mailto:careers@marclife.com)

August 22, 2007