



## Actuarial Analyst – Financial Reporting

### Job Summary

Provides support of preparation of financial statements, reinsurance processing and actuarial modeling. This position reports to the Assistant Vice President, Actuary.

### Primary Responsibilities

- Assist in preparing financial statement exhibits to include: documentation of actuarial assumptions and methodologies to support the preparation of the actuarial portions of the quarterly and annual NAIC statement blanks
- Gather data and provide necessary information or reports for state supplemental filings and various surveys
- Provide support on CASE models
- Perform reinsurance administration within the TAI system
- Assists in the preparation of complex reports and studies
- Builds, maintains, runs and validates actuarial models, tools and databases under guidance of leadership
- Retrieves, manipulates and analyzes data to support assigned projects
- Performs actuarial calculations involving life contingencies, including but not limited to reserves, premiums and/or non-forfeiture values
- Possesses knowledge of legal requirements and standards of practice applicable to assigned function
- Provides support for other projects on an as-needed basis
- Ensures up-to-date development activity and participation in the Illinois Mutual Actuarial Student Program

### Qualifications

- Bachelor's degree\* required. Degree in Actuarial Science, Mathematics, Computer Science or other analytic field preferred
- Successful completion of at least one Actuarial Exam is required with aspirations of attaining Fellowship in the Society of Actuaries
- Familiarity with insurance company financial statements a plus



- Knowledge of actuarial and statistical modeling techniques used in actuarial projections preferred
- Knowledge of life insurance and/or disability income insurance products preferred
- Experience in evaluating data needs and judging data quality a plus
- Ability to act in accordance with actuarial professional conduct standards and regulatory requirements
- Strong oral and written communication, problem solving skills, analytic ability and attention to detail
- Ability to work independently as well as a team member
- Demonstrated academic success with a natural curiosity and desire to learn
- Proficiency in MS Word, Excel, and Access. Programming skills are desirable. Experience with MG ALFA, CASE valuation software and TAI are desirable

\*College or university must be sufficiently accredited and listed in the U.S. Department of Education Accreditation Directory.

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