



Legal/Compliance Intern

We have the following job opportunity in our **New York City** office:

The Internship Program

- The program will run from June through July
- Work schedule will be 35 hours and follow a hybrid schedule, approximately 3 days in-office with the remainder remote
- Internship will be paid
- During the program, the intern group will attend a series of educational sessions to provide them with perspectives on our company and the broader industry
- Training and social activities will be structured into the program as well, allowing for networking opportunities with peers and colleagues

Description

The Legal/Compliance Intern will provide support to our Legal team. The Intern's responsibilities and learnings will include, but not be limited to:

- Data clean up for Third Party Services in the ProcessUnity platform
- Assisting Compliance & IT with collection of IT related control reports
- Reviewing contractual agreements
- Updating policies and procedures
- Assisting Compliance with the Know Your Counterparty(KYC) clean-up in our internal system known as TIRS (The International Reinsurance System)
- Researching Insurance Resources (AM Best Reports) for Ceding Company and Broker companies changes such as title changes and closures
- Assisting with a 5 year clean-up of any outdated documentation in TIRS, following up with Underwriting for current documentation via email
- Filing electronically (DMS – Document Management System) KYC documentation

Interested in applying for this role? Please send your resume to careers@transre.com with the subject line "TransRe 2022 Internship – Legal"

We support diversity in the workplace. We are an Equal Opportunity Employer.



About Us

Since 1977, TransRe's vision has been to deliver the capacity and expertise necessary to contribute to the sustainable growth of prosperous communities worldwide.

Our Mission

Our mission is to be the first choice provider of reinsurance to our customers, based on:

Experience	the foundation of our long term, trust-based relationship is built on long tenured leadership in every line in every region.
Accessibility	our global network of local support for all property and casualty lines of business.
Strength	the cornerstone of our ability and willingness to pay claims.
Innovation	a track record of collaboration and service delivery to support your sustainable profitable growth.
Expertise	the basis of our timely, value-added insight and offerings.
Resilience	existing to improve the resilience of communities worldwide, through our products, our people and our partnerships

Our Values

To achieve our Vision and Mission, we maintain a culture of the highest ethical standards. We treat our employees and customers fairly. We stand behind our products and services. We act with:

Integrity	work honestly, to enhance TransRe's reputation.
Respect	value all colleagues. Collaborate actively.
Performance	we reward excellence. Be accountable, manage risk and deliver TransRe's strengths.
Entrepreneurship	seize opportunities. Innovate for and with customers.
Customer Focus	anticipate their priorities. Exceed their expectations.

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