

We have the following job opportunity in our **London** office

Reinsurance Technician

- An official Apprenticeship Programme
- Leading to Level 7 Qualification in Accountancy – ACCA/CIMA
- Salary - £21,000 plus benefits
- Comprehensive on-the-job-training
- Assigned a mentor to support you on your journey
- Full support towards a professional qualification

About the role

During key new business and renewal periods your critical role and focus will be:

- The accurate and timely entry of underwriting data (reinsurance contract language / terms and conditions) into the appropriate systems ensuring administration and sign off is completed within necessary timeframes
- Chasing up accounts / tracking premiums.
- Tracking exposures on emerging issues and claims.
- Assisting in quarterly reporting requirements for business monitoring and exposure management (to include target risks tracking, EDA management, PIM related reporting, class quarterly reviews).
- Assisting in the underwriting audit process.
- Providing assistance in the underwriting process for new and renewal treaty and facultative business

Outside of key underwriting periods you roll will expand to include:

- Contributing to on-going projects across this business (Finance, Claims, Actuarial, Underwriting, IT). This will be driven by specific business needs and could take the form of local project work, short-term secondments to other teams or wider involvement in global projects.
- Involvement in the development and roll-out of our new underwriting data recording system, as well as associated digitisation and modernisation projects

At all times you will have responsibility for:

- Promoting, building, and maintaining collaborative working relationships internally with our underwriting teams and across the business, and externally with brokers, clients and other market contacts.
- Actively participating in team meetings and activities to share opinions, ideas, knowledge and solutions

Skills

Required

Essential	Desirable
<ul style="list-style-type: none"> ● 2 A' Levels or equivalent ● 5 GCSE's including English and Maths ● A minimum of 1 years prior Insurance/ Reinsurance experience within a technical capacity ● Proficiency in MS Office (Word, Excel, PPT) ● Team player ● Organised and able to prioritise ● Strong attention to detail. ● Proactive, confident, and curious 	<ul style="list-style-type: none"> ● Significant Reinsurance experience within a technical capacity ● Experience of London Market procedures/ platforms ● Aware of the control and compliance processes that operate around an underwriting function ● Willingness to study for ACII professional qualification.



How to apply

To submit your application please forward your CV to londonhr@transre.com quoting the job reference "Technician".

Closing date: 31st May 2022

About Us

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

Our Mission

Our mission is to be the first- choice provider to 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	to 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	we exist 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.

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