

Actuarial Assistant Cover Letter

540 Monique PrairiePredovicshire, FL 18722

Dear Dallas Yost,

I submit this application to express my sincere interest in the actuarial assistant position.

In my previous role, I was responsible for support to the Life Actuarial team in carrying out operational and development tasks for the monitoring of the financial management of the Business.

Please consider my qualifications and experience:

- Experience with model conversion preferred
- Willing to mentor and work collaboratively with team members
- Willing to learn new information, including Ohio National product features
- Technical skill sets in Microsoft Office, VBA and SQL
- At least 5 of P, FM, MLC, MFE, C, or FAP1 actuarial exams completed
- Intermediate knowledge of database applications (Access, Oracle, SQL, TOAD, or equivalent)
- Intermediate PC and technical skills, including spreadsheets, statistical programs and actuarial software
- Strong organizational skills, project management experience, flexible and detail oriented

Thank you for taking your time to review my application.

Sincerely,

Greer Rutherford