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# Example of Actuarial Associate Job Description

Our innovative and growing company is looking to fill the role of actuarial associate. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for actuarial associate

* Performing focused model reviews to ensure models are developed in accordance with internal policies and industry best standards
* Helping to identify areas of model risk governance that need to be included in the audit plan and assessed with priority
* Independently sampling data sets and model assumptions, including those used in the stress testing, cash flow projection, and capital management processes
* Delivering on time high quality audit reports in the area of model risk across the organization
* Helping validate internal audit and regulatory issues
* Acting as an advisor and apply in-depth model risk knowledge in the execution of horizontal audits that require such expertise
* Developing effective relationships with line and corporate management
* Using effective communication skills to influence a wide range of internal audiences
* Preparing periodic reports and business monitoring summaries
* Leverages technology in new and innovative ways and effectively communicates issues and recognizes and proposes solutions to current/existing analyses while continuously progressing analyses beyond what was done historically

## Qualifications for actuarial associate

* Associate of the Society of Actuaries (ASA), or actively pursuing an ASA designation with a completion date less than 1 years away
* Prior experience in insurance and/or actuarial work preferred
* At or near FSA level or equivalent
* Broad knowledge of insurance operations and products
* Ability to interact with other functional areas as required
* Bachelor’s degree in mathematics, statistics, actuarial science, economics or related field and 5 years of experience in statistical analysis or actuarial work, or 9 years of related experience in lieu of a degree