Downloaded from <https://www.velvetjobs.com/job-descriptions/associate-actuarial>

# Example of Associate, Actuarial Job Description

Our growing company is looking for an associate, actuarial. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for associate, actuarial

* Identify new opportunities for actuarial analysis within practice area and work with others as necessary to develop analyses
* Meet actuarial standards by having all conclusions and recommendations be fully supported by analytical results and ensures all work products are peer reviewed
* Present analyses that are clear, well organized, and aimed at appropriate audiences and that anticipate questions and directs attention to critical assumptions and findings
* Partner with non-actuaries to solve large strategic business issues by demonstrating skills outside of an actuarial/statistical framework
* Guide decision-making by researching/analyzing new business opportunities to determine potential profitability
* Engage in recruitment activities and encourage others to develop relevant technical and business skills
* Support the department by taking personal accountability and responsibility for accomplishing particular tasks, while continuously willing to go beyond what is required to overcome obstacles, and learn from any mistakes while receiving constructive feedback
* Independently seek out opportunities and self-identify opportunities for further development and enrichment, actively pursuing actuarial credentials or maintaining continuing education requirements if already credentialed
* Provide pertinent model results for Actuarial Opinion and Memorandum
* Develop claims projections using various sources of information

## Qualifications for associate, actuarial

* Associate of the Society of Actuaries (ASA), and actively pursuing an FSA designation within 1 – 2 years
* Support the development of the IBNR estimates and rate adequacy studies
* Knowledge of Smart View or MS Access is a plus
* Bachelor's Degree in Actuarial Science, Mathematics, Statistics, Economics, or Computer Science or equivalent experience
* Prefer passage of Society of Actuaries exams (working toward ASA/FSA designation in the Society of Actuaries)
* Progress toward a Bachelor Degree in Actuarial Science, Mathematics, Statistics, Finance or related field