



## JOB DESCRIPTION

**Position:** Actuarial Analyst  
**Department:** Corporate Actuarial – Montreal  
**Position status:** Internship - Temporary  
**Availability:** Summer and Fall 2023

Are you wondering what your actuarial math classes are for? Want to apply a contagion factor to a joint policy in a real business setting? Do you want to determine the results' credibility of a real mortality study? Do you like a challenge?

Reporting to the Associate Actuary, Corporate Actuarial, the Actuarial Analyst will perform a variety of tasks to meet the departmental objectives. As part of a creative and dynamic team, you will be exposed to a wide variety of insurance products and will be asked to contribute in various other areas that will benefit from your creative and analytical mind.

### Primary functions:

- Participate in the preparation of financial statements and other actuarial reports, including the calculation of actuarial liabilities for the policies according to Canadian and US standards
- Support the production of financial projections and collaborate in the analysis and production of reports
- Participate in the preparation of data and modeling of the actuarial reserves for different business lines
- Provide support for the revision of different assumptions used in the actuarial evaluations

### Requirements:

- Bachelor in Actuarial studies, in progress
- Successful completion of at least one exam from the Society of Actuaries and/or actively progressing in a CIAA University Accreditation Program
- Software knowledge: Excel, Word, Access, Outlook
- Experience in the insurance industry, an asset
- Other specific software: AXIS, an asset

### Abilities:

- Bilingual, French and English (written and spoken).  
(English required due to internal actuarial reporting to our American parent company and communications held with unilingual anglophone employees.)
- Strong communication and interpersonal relations skills
- Sense of organization and detail-oriented
- Solid technical and analytical mind
- Good team spirit
- Ability to work on several files simultaneously

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