ROBERT SMITH

Insurance Operations Analyst

info@qwikresume.com | LinkedIn Profile | Qwikresume.com

Contribute to the on-going success of the organization by optimizing procedures. I will leverage my prior work experience by using data driven decision making to achieve an above average performance contribution level.

EXPERIENCE

Insurance Operations Analyst
XL Catlin - AUGUST 2014 – 2019

- Supervise the day-to-day operations of the Trade Receivables Insurance underwriting and risk management teams.
- Establish and maintain communication as the key point person for TRI among all departments in support of the underwriting function, data management, and reporting across business regions.
- Liaise with the India Operations staff to conduct data clearance and quality control over multiple systems and platforms.
- Provide input and support to business strategies as well as coordinate and control organizational systems and processes to accomplish the strategies.
- Plan and oversee the implementation of business initiatives and process improvements in line with the Global Specialty target operating model.
- Maintain documentation/data management and reporting across all business regions.
- Identify required systems changes to support evolving business requirements; coordinate changes with the global processing officer to ensure developments are prioritized and leveraged.

Operations Analyst
ABC Corporation - 2011 – 2014

- Reviewing trading activity / monitoring trades insuring all systems correctly represent positions.
- Position and P&L reconciliation for exchange traded futures, options, otc swaps, irs swaps, equity swaps, libor swaps physical commodities.
- Resolving breaks via liaison between trading desk, contracting desk and clearing broker.
- Responsible for timely and accurate settlement of gasoline, natural gas, heating oil and crude.
- Managing expiring positions in all futures and options.
- Working with traders on option assignments to verify strategies to process.
- Preparing, confirming and settling rate resets and unwinds for equity swaps and libor swaps..

© This Free Resume Template is the copyright of Qwikresume.com. Usage Guidelines

EDUCATION

- Bachelor of Arts in Communication Studies - (Towson University - Towson, MD)

SKILLS

Project Management.