



Endurance Specialty Holdings Ltd. is a global specialty provider of property and casualty insurance and reinsurance. Through its operating subsidiaries, Endurance writes property, agriculture, professional lines, casualty and other specialty lines of insurance and property, catastrophe, casualty, professional lines and specialty lines of reinsurance.

Endurance maintains excellent financial strength as evidenced by the ratings of A (Excellent) from A.M. Best (XV size category) and A (Strong) from Standard and Poor's on our principal operating subsidiaries.

As a leading global provider of insurance and reinsurance, we recognize that our success is derived directly from those who matter most: our people. We currently employ over 950 professionals in offices in Bermuda, the United States, the United Kingdom, Singapore and Zurich. At Endurance, a shared commitment to integrity, teamwork, agility, execution, and excellence define our culture, and we strive to create exceptional value for our clients and shareholders and maintain Endurance as a desirable place to work.

## Summary

We are seeking a **Sr. Ins/Reinsurance Accounting and Cash Analyst (Sr. Technical Accountant)** for our **Purchase, NY** office looking to work in a team oriented and dynamic environment.

### Essential Duties and Responsibilities:

- Ensures timely payments and receipts of broker invoices regarding insurance and reinsurance contracts.
- Handles the cash entry and application process
- Follow up with brokers regarding overdue balances to reduce Accounts Receivables
- Analyze, review and maintain accurate treaty accounts. This includes handling Contingent Commissions, Sliding Scale Commissions, Retrospective Rate Adjustments and Premium Adjustments and processing accounts, ensuring data captured is accurate and within agreed timeframes.
- Manage complex treaties which include preparing accounts and analyzing statistics.
- Assist Leadership with IT projects and reporting requests and Ad hoc Projects
- Develop strong relationships with Brokers to facilitate timely and accurate cash receipts & disbursements.
- Manage the Aged Debt and Unallocated Cash Analysis
- Provide monthly Bank Reconciliations for multiple accounts including Foreign Currency Accounts
- Ensure data quality/contract setup in reinsurance systems.
- Participate in identification of major accounts for client audit, provide technical assistance as needed and participate on audit as deemed necessary
- Provide back-up support for cash received and interact with claims department to ensure that claims in reference to specific brokers are processed.
- Prepare missing account listing to notify brokers on overdue accounts not received on a timely basis.
- Liaise with cash analysts, underwriting depts., claims dept., brokers and clients to resolve queries.
- Assist in managing receivables and suspense amounts



**Qualifications:**

- Ability to learn and adapt in a dynamic environment
- 3+ years of General knowledge of insurance and reinsurance principles. Business line knowledge useful
- Strong verbal and written communication skills, Ability and confidence to challenge existing procedures & use of system
- Detailed oriented and strong problem solver with analytical abilities, Demonstrated positive attitude and works well within a Team environment
- Strong computer skills – knowledge of Microsoft Excel Pivot Tables, V-Lookups, and MS PowerPoint preferred
- Bachelor's degree in Accounting, Finance or Business related field.

Endurance offers a competitive compensation and benefits package commensurate with experience. For immediate consideration; please e-mail your resume as a Word document along with salary history/requirements to: [careers-us@enduranceservices.com](mailto:careers-us@enduranceservices.com)

Visit our website at <http://www.endurance.bm/>

**Endurance is an equal opportunity employer committed to a diverse workforce. M/F/D/V**