



The Gen Re group is one of the largest reinsurance organizations worldwide, providing a wide range of reinsurance solutions for the Life and Property-Casualty Insurance Industry. Gen Re is represented in all major reinsurance markets through a global network in more than 45 locations, supported by about 2700 employees worldwide. We work closely with our clients to understand their strategic and operational issues to develop risk transfer solutions tailored to their specific coverage needs. Gen Re also provides a variety of services in the areas of risk assessment, risk transfer, and risk management. Additionally, through various subsidiaries we also offer asset management, capital analysis and related services. Standard & Poor's has assigned Gen Re a AAA rating.

For our Sydney office we are seeking to appoint, at the earliest possible date, a

Treaty Underwriting Assistant

Your responsibilities:

- Analysis and input of business submission information into various rating tools;
- Support renewal underwriting process;
- Portfolio reporting and analysis;
- Underwriting data entry, maintenance of databases and filing;
- Preparation and issuing of documentation;
- Liaise with internal and external clients.

Your competencies:

- 3-5 years of experience in insurance/reinsurance;
- Insurance/Finance qualification (e.g. ANZIIF);
- Advanced computer application skills (Word, Excel, Power Point, Lotus Notes);
- Excellent communication skills (both oral and written);
- Good interpersonal skills;
- Well developed analytical and planning skills with an eye for detail;
- Proactive team player.

Interesting and varied tasks at a modern company will await you. We offer you a performance-based remuneration package commensurate with responsibilities and experience. In addition, you will have opportunities to obtain further qualifications and professional development.

For further inquiries, please contact Connie Demmel on (02)8236 6164 or careersaustralia@genre.com. If you are interested in this position, please send a detailed CV to:

Gen Re Connie Demmel (Human Resources)
Angel Place, Level 24, 123 Pitt Street
SYDNEY NSW 2000
Tel.: 02-8236-6164, Fax: 02-9222-1525
E-mail: careersaustralia@genre.com

Further company information is available at:
www.genre.com

All enquiries and applications will be treated in the strictest confidence.