

# **Blue Cross Blue Shield of Tennessee Actuarial Assistant Position**

## **Job Description Summary**

This position will be responsible for developing actuarial models and performing actuarial analysis for the Pricing, Forecasting or Valuation departments of the Actuarial division.

## **Hiring Requirements**

### **Job Details**

#### **Job Duties & Responsibilities**

- Develop models to be used for pricing, forecasting, or valuation of the Commercial and Government lines of business.
- Retrieve and/or prepare data to be used in model development.
- Monitor emerging experience and analyze actual vs. expected results.
- Present technical work results to supervisor and peers.
- Prepare documentation of methods and assumptions used in the models and experience monitoring.
- Perform technical peer review for others in the Actuarial Division.

#### **Job Qualifications**

##### ***Education***

- BS or BA Degree in actuarial science, mathematics, statistics or related field required.

##### ***Skills/Certifications***

- Completion of 1 or more Society of Actuaries (SOA) exams required
- Proficient in Microsoft Office (Outlook, Word, Excel and PowerPoint)
- Strong oral and written communication skills
- Strong interpersonal and organizational skills