



PORTFOLIO ANALYST

CAREER OPPORTUNITY

An exciting opportunity exists for a Portfolio Analyst to join Risk Department. This position is based in Centurion.

JOB DESCRIPTION

Duties and Responsibilities:

- Analyse short-term insurance portfolios using statistical methods and make appropriate recommendations on pricing.
- Research insurance industry developments and enhance current methodologies.
- Extract and manipulate data from a SQL database for statistical analysis, using statistical packages.
- Develop new management analysis reports in support of a wide range of queries from a growing customer base.
- Engage with insurers and brokers to present analysis and collaborate for implementation of analysis action items.

QUALIFICATIONS AND EXPERIENCE

Qualification

Minimum Requirements:

- Matric;
- The applicant must have completed or be busy completing a B Com or BSc degree, ideally with a strong background in Statistics and/or Insurance.
- Formal training in software development would be useful.

Work Experience

Minimum Requirements:

- Must have hands on experience in statistical tools, Microsoft (MS Excel and SQL Server) products.

TECHNICAL COMPETENCIES

Minimum Requirements:

- A good knowledge of SQL Server or alternatively be prepared to do self-study and become proficient within weeks.
- Knowledge of all MS Office products, especially Excel.
- Knowledge of statistical tools.

Preferably, in addition to the above:

- Practical knowledge of short-term insurance practice would be advantageous.
- A good grasp of financial mathematics and statistics is essential, while a basic knowledge of accounting would be advantageous.
- OLAP (Online Analytical Processing) knowledge would be advantageous.



ATTRIBUTES

Attributes required for the position include but are not limited to:

- Communication (verbal and written)
- Honesty and integrity (clear ITC and clear criminal record)
- Analytical skills and problem solving ability
- Driven
- Be able to work in a team and individually
- Good work ethic
- Be able to plan and organise
- Building and maintaining relationships with clients
- Leadership and organisational skills
- Adaptability.

ABOUT THE COMPANY

Applicants must have the following:

- Clear ITC
- Clear criminal record
- Excellent previous employment references.

Qualified applicants are invited to apply by sending a CV to: mokgadi.mahlabe@brolink.co.za before **25 May 2018**.

Please note that this appointment will be made according to the company's Employment Equity targets and strategy.