

Posting Begin Date: 3/17/2021

Posting End Date 5/17/2021

Job Position: Associate Actuary

Category of Employment: Full-Time

FLSA Classification: Exempt

Office Location: Multiple Cheiron office locations are acceptable, including McLean, VA; Charlotte, NC; Annapolis, MD; Greater Metropolitan Philadelphia area (Mount Laurel, NJ); New York City, NY; Chicago, IL; and San Diego, CA.

Expected Hours of Work: You are expected to work 7.50 hours per day, Monday through Friday, during our normal business hours: 8:00 a.m. to 6:00 p.m. However, because of the nature of our business your work schedule may vary depending on client needs.

Cheiron, Inc., an actuarial firm with approximately 100 employees and eight office locations nationwide, has an immediate opening for an Associate Actuary. In addition to competitive pay, Cheiron offers a 401(k) profit sharing plan, competitive medical and dental benefits, paid time off, group life & AD&D and disability benefits.

Position Summary: The pension Associate Actuary will provide pension consulting services to single employer and OPEB plans. The ideal candidate should be an ASA or FSA with experience in pension consulting. While the position is primarily focused on providing consulting services, the successful candidate should be able to review actuarial results. Must be willing to learn multiemployer and public sector pension consulting skills if not already experienced in it.

Essential Job Functions:

- Ability to review the participant and/or member data for actuarial valuations, ask questions, ensure data is appropriate for actuarial valuations
- Reconcile and review pension /OPEB valuation results including review of liabilities, sample lives, gains/loss analysis, pricing tools and projection models
- Manage excel files to calculate results for funding valuations
- Assist in preparing pension/OPEB reports including updating existing documents for new results, updating analysis, creating results client presentations
- Review plan documents and perform/review benefit calculations
- Some experience presenting actuarial pension/OPEB results to clients;
- Ability to work on multiple projects and thrive in a fast-paced environment;
- Enjoys analyzing the results and digging into the numbers for accuracy (hands-on).

Required Skills and Competencies:

- Must be either an Associate of the Society of Actuaries (ASA), with the intention to continue taking exams to achieve the Fellow of the Society of Actuaries (FSA), or has already attained the FSA designation;
- Must have experience with all aspects of pension plans (Multiemployer and/or public sector experience a plus.);
- Must have experience with pension plan actuarial valuations (e.g., required accounting reports, liability determination, funding analysis, etc.);
- Must have experience reviewing actuarial results in detail and enjoys being involved at multiple levels of the pension consulting work;
- Must possess strong oral and written communication skills, i.e., ability to communicate complex actuarial issues clearly and concisely to a non-technical audience;
- Participate in client and internal client team meetings;
- Must be able to manage complex projects and clients: i.e., manage deadlines and develop methodologies that work within deadlines and client-set budgets;
- Excels at managing and communicating personal workflow;
- Oversees the work of analysts as well as mentor and train staff;
- Communicates and works cooperatively with senior consultants

Additional Requirements:

- Expertise in Microsoft Office products including Excel, Word, and PowerPoint
- Experience in Proval is a plus
- Expertise in Access, SQL, and/or JAVA a plus

Education and Experience:

- Bachelor's Degree from a four-year college or university is preferred
- At least six years of pension actuarial experience

Travel: As employee moves into a consulting actuary role, will be required to travel to client meetings as well as internal Cheiron meetings. Frequency of travel may vary based on client assignments.

About Cheiron: Cheiron is a rapidly growing employee-owned actuarial and financial consulting firm that is focused on providing health and pension actuarial consulting services to our clients (multiemployer, public sector, and some corporate). Our mission is to empower benefit plan sponsors to understand and better manage their benefit programs and their resulting financial risks through innovative technological applications and unsurpassed professional expertise. About 100 employees work at Cheiron across the continental US at nine different office locations. Cheiron is flexible and has the unique ability to adjust work assignments to enable employees to have favorable client roles and opportunities and to continue optimal career growth.

Reasonable Accommodations:

Reasonable accommodations may be made to enable individuals with disabilities to perform the Essential Job Functions.

EEO Statement:

Cheiron Inc. is an Equal Employment Opportunity (EEO) employer that is fully committed to providing equal employment opportunities. Cheiron recruits, hires, trains, and promotes qualified individuals in all job titles without regard to race, color, national origin, sex, sexual orientation, gender identity, religion, age, marital status, genetic information, status as a protected veteran, or status as an individual with a disability, and does not discriminate against or harass any individual on the basis of any such characteristics. Cheiron bases all employment decisions only on valid job requirements. Cheiron's EEO policy has the full support of the Company, including its President and CEO.

If you are interested, please send your resume to the opportunities website at opportunity@cheiron.us