

## Actuarial Technician

A superb opportunity has arisen for an actuarial technician to join the defined benefit team at Atkin.

Atkin Trustees Limited who are based in prestigious offices on Blythe Valley Business Park, Solihull are seeking a new colleague as part of their continued growth.

We are seeking an individual who excels at mathematics and problem solving. Experience with defined benefit pension schemes would be helpful but not essential as would progress in the actuarial exams.

### What would the job entail?

Atkin Trustees Limited is a family run pension consultancy providing services exclusively to small defined benefit pension schemes. The role would be working in our actuarial team along with two other colleagues and 6 actuaries (as well as 7 administration and finance staff). The ideal candidate will already have a base understanding of benefit calculations for defined benefit schemes and training will be provided to improve knowledge. We hope the candidate would wish to progress through the actuarial exams but this is not essential.

The role specifically includes the following:

- Undertaking various stages of an actuarial valuation including data collation and preparation.
- Member calculations, specifically transfer values
- Preparing pension accounting disclosures
- Attending meetings as a key member of the team
- Undertaking liability and risk transfer exercises
- Drafting ad hoc reports

Key skills for the role are:

- Excellent mathematical skills and very familiar with Microsoft Excel
- Good verbal and written communication skills
- Knowledge of PFA would be desirable but training can be given
- Ability to plan and organise own workload
- Quick learner
- Keen and enthusiastic to take on a variety of roles
- Good attention to details
- Candidates should have a good quality mathematical numerical or business based degree

As a small firm, we believe in the importance of establishing knowledge of all areas of our business and all clients so you will be involved in all aspects of the work we do.

### Benefits

- Salary depending on experience £25k - £35k plus bonus, pension, life assurance and PHI
- On the job training
- 25 days annual leave plus bank holidays