

Title: Analyst
Location: Ft. Lauderdale, FL
Posted: June 16, 2010
Contact: [Human Resources](#)

GRS has an opening for a full-time Analyst in its Ft. Lauderdale, Florida Office assisting actuaries and consultants in providing services for employee benefit plans, primarily for defined benefit plans in the public sector.

The Primary Responsibilities of an Analyst at GRS are as follows:

- Prepare actuarial valuations with direction from consultants
- Calculate benefits for retiring and terminating members as well as calculates the present value of those benefits
- Prepare information and data for analysis
- Prepare proposal valuations or studies
- Prepare and handle routine correspondence and phone contact with clients
- Provide other non-recurring assistance as directed by Team Leader

We ask that candidates possess the following knowledge, skills and abilities:

- BA/BS in actuarial science, mathematics or statistics
- Successful completion of one or more actuarial exams
- Strong communication skills
- Strong analytical skills
- Attention to detail
- Proficiency in Microsoft Excel, Word and Access
- Candidate should be able to work both individually and as part of a team.

In addition, it is preferred that the successful candidate possess the following:

- Successful completion of two or more actuarial exams
- Experience and or proven computer programming skills: Fortran or Visual Basic
- Advanced knowledge of Microsoft Office applications: Excel, Word and Access

Salary will be commensurate with qualifications and experience.