Oklahoma Farm Bureau & Affiliated Companies
Job Description

Job Title: Actuarial Analyst		**Department:** Actuarial and Product Development	
Accountable to: VP of Actuarial and Product Development		**Issued:** **Revised:**	
WC Code: 8810	**Type of position:** ☒Full-time ☐ Part-time ☐ Intern ☐ Seasonal	**FLSA:** ☒ Exempt ☐ Nonexempt	**Position Details:** ☒ Individual Contributor ☐ Supervisor/Manager (direct reports)

Primary Purpose: We are seeking a curious, collaborative, and business-minded Actuarial Analyst to join our Actuarial Pricing and Product Development team.

This position will use data, technology, and actuarial methods to help guide pricing, product, and risk-management decisions across our property and casualty insurance business.

The ideal candidate enjoys solving complex problems, explaining analytical findings in clear business language, and working with people across the organization. This is an opportunity for an emerging actuarial professional to develop technical expertise, gain broad exposure to insurance operations, and make a visible contribution to the company's pricing and product strategy.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

1. Analyze large and complex datasets to identify trends, validate results, and develop actionable business insights.
2. Perform rate reviews and support the development of overall rate-level indications.
3. Evaluate traditional and multivariate risk-classification approaches.
4. Translate actuarial findings into clear recommendations for business leaders and nontechnical partners.
5. Collaborate with underwriting, product, information technology, finance, claims, and other business areas to develop and implement product and pricing changes.
6. Prepare and support rate, rule, and related regulatory filings with the Oklahoma Insurance Department.
7. Monitor the results of implemented pricing and product changes and recommend adjustments when appropriate.
8. Analyze growth, profitability, retention, and other performance indicators across key segments of the book of business.
9. Develop competitive analyses, management exhibits, dashboards, and presentations.
10. Support reinsurance analyses and the preparation of internal and external data calls.
11. Assist in developing, validating, documenting, and monitoring predictive or multivariate pricing models, where appropriate.
12. Maintain and improve pricing models, analytical tools, programs, and documentation.
13. Participate in testing and validation activities related to data, systems, models, and product changes.
14. Present findings, contribute ideas, and actively participate in team and cross-functional discussions.

Competencies
To perform the job successfully, an individual should demonstrate the following competencies:

1. Strong quantitative, analytical, and problem-solving skills.
2. Intellectual curiosity and a willingness to ask thoughtful questions.

3. Ability to communicate technical concepts clearly to both technical and nontechnical audiences.
4. Confidence contributing ideas, offering recommendations, and constructively challenging assumptions.
5. A collaborative approach and an interest in building relationships across the organization.
6. Strong attention to detail combined with an understanding of broader business objectives.
7. Ability to manage multiple priorities and adapt as business needs change.
8. Commitment to continuous learning and professional development.

Qualifications

- Bachelor's degree in actuarial science, mathematics, statistics, data science, economics, finance, computer science, or another quantitative discipline.
- Credit for one or more Casualty Actuarial Society examinations is preferred. Candidates actively pursuing their first examination may also be considered, depending on experience.
- Coursework or experience in property and casualty insurance, actuarial science, programming, statistics, or data analysis is preferred. Relevant internships, academic projects, or comparable analytical experience may be considered.
- Proficiency with Microsoft Excel.
- Experience with one or more analytical or programming tools, such as SQL, R, or Python, is preferred.
- Experience with data visualization or reporting tools is a plus.
- Strong written and verbal communication skills.

Skills and Knowledge

Analytical & Actuarial Skills

- Strong analytical and quantitative skills with the ability to identify trends, evaluate results, and draw meaningful conclusions from complex data.
- Ability to apply actuarial, statistical, and financial concepts to practical property and casualty insurance problems.
- Strong attention to data quality, accuracy, validation, and reasonableness of results.
- Ability to move beyond producing calculations to interpreting results and recommending appropriate business actions.

Technology & Data Skills

- Strong proficiency in Microsoft Excel, including the ability to analyze and organize large datasets.
- Experience with SQL and data-querying techniques is preferred.
- Experience with analytical or programming languages such as R or Python is preferred.
- Ability and willingness to learn new actuarial, pricing, data, and visualization technologies.
- Interest in using automation and emerging technologies to improve analytical processes and efficiency.

Communication & Collaboration

- Strong written and verbal communication skills with the ability to explain complex analytical concepts in clear, practical business terms.
- Comfortable presenting findings, recommendations, and supporting rationale to both technical and nontechnical audiences.

- Ability to collaborate effectively with Actuarial, Product Development, Underwriting, Claims, Information Technology, Finance, and other business partners.
- Willingness to ask questions, share ideas, challenge assumptions respectfully, and actively participate in discussions.
- Ability to build positive working relationships across different areas and levels of the organization.

Problem Solving & Business Acumen

- Curious and solution-oriented, with the ability to investigate issues, evaluate alternatives, and recommend practical solutions.
- Ability to understand how pricing, underwriting, claims, growth, profitability, and competitive conditions interact within a property and casualty insurance company.
- Ability to balance analytical precision with practical business considerations.
- Takes initiative in identifying opportunities to improve processes, analyses, and business outcomes.

Professional Development

- Must show commitment in progressing through the Casualty Actuarial Society examination program and to expand their knowledge of property and casualty insurance. Development opportunities may include exposure to pricing, product development, regulatory filings, reinsurance, data analytics, and cross-functional business initiatives.
    - We currently offer study and bonus programs for:
        - The Institutes - Associate in Insurance (AINS®) designation
        - Casualty Actuarial Society ACAS and FCAS designations
        - *Other programs reasonable to job experience may also be considered.*
- Must demonstrate initiative, accountability, adaptability, and a willingness to take on increasing responsibility.

Physical Demands

This position primarily involves computer-based work in a professional office environment, including extended periods of sitting or remaining stationary, communicating with others, and using standard office equipment. The position may require occasional movement throughout the workplace for meetings and collaboration. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Work Environment

This is an on-site position offering regular opportunities to collaborate with actuarial colleagues, business leaders, and partners across the organization. The position primarily operates in a professional office environment. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.