

The **Treaty Consultant** is responsible for ensuring timely and accurate completion of reinsurance treaty documentation, within corporate guidelines and with appropriate review and sign-off for reinsurance arrangements. The position approves the set-up of, and changes to treaty records within the TAI reinsurance administration system and manages the completeness and accuracy of all treaty data and support. This is a new position for Asia and has the opportunity to help shape our processes and internal and external frameworks, build reinsurer relationships while changing the market dynamic, and with significant visibility across Manulife Asia operations.

Position Responsibilities:

- Ensures appropriate development, review and revision of Reinsurance treaties in Asia.
- Ensures signed Reinsurance treaty is properly executed and stored.
- Assists in the development of standard wording used in Reinsurance treaties.
- Develops and maintains a strong partnership with internal and external stakeholders.
- Assesses risks and exposures and negotiates acceptable wording with the client and business unit leaders.
- Ensures each Reinsurance agreement is supported by documentation in the form of Treaties, Amendments, Addenda, Letters of Agreement or Letters of Intent, which are consistent with the nature of the agreement and in line with Manulife standards.
- Ensures alignment with the Company's business interests, legal position and regulatory requirements.
- Ensures the completeness and accuracy of electronic treaty data, which is used for business decisions and financial reporting.
- Provides analysis of proposed and existing treaty documentation and/or electronic treaty records to internal and external clients.
- Manages projects that are driven by a need to update/create/analyze documentation.
- Maintains and assists in updating treaty procedures.

Required Qualifications:

- Excellent oral and written communication skills.
- Ability to effectively influence and negotiate with internal and external stakeholders.
- Ability to work autonomously and under pressure.

- Proficient analytical, problem-solving and organizational skills in order to meet requirements of the business unit.
- Ability to manage several projects simultaneously, while maintaining a high attention to detail and accuracy.
- Good interpersonal skills with the ability to work independently or as part of a team.
- Knowledge of insurance and reinsurance principles, structures, practices and trends is an asset.
- Knowledge of upstream and downstream processes impacting reinsurance (pricing, underwriting, in-force management) is an asset.
- Ability to adapt to new technology independently and contribute to change management efforts.
- Amenable to work in UP Ayala Technohub (Quezon City)
- Amenable to work in a hybrid set-up (3x a week onsite)
- Amenable to work on a day and/or mid-shift schedule

When you join our team:

- We'll empower you to learn and grow the career you want.
- We'll recognize and support you in a flexible environment where well-being and inclusion are more than just words.
- As part of our global team, we'll support you in shaping the future you want to see.

Let's make every day better together. Learn about our opportunities at careers.manulife.com

Ready to join our high-performing team of Actuarial experts? Apply today!

For inquiries and applications, please contact:

Name: Gerard Philip Daymiel

E-mail: Gerard_Philip_Daymiel@manulife.com

Mobile: 0906-262-9759