



Shepherds Friendly is a modern mutual society, offering a variety of adult and children's financial products and services such as ISAs, savings plans, life insurance and income protection. Located in south Manchester in the heart of Cheadle village, the Society has been providing financial security to members for almost 200 years.

Guided by our values of working together, doing the right thing, and making a difference, we are committed to delivering a service which helps our members plan their finances and secure their family's future. In a world of financial complexity, we believe in the power of simplicity.

We are currently recruiting for a Financial Data Analyst within the Actuarial department in the to join our team of talented individuals.

**Purpose of the role:**

- Support the Head of Actuarial in aspects of Financial and Risk management of the Society's affairs.
- Maintenance of financial records within good Corporate Governance, legislation, and regulatory requirements.
- Undertake a range of financial support activities within the department and other areas within the Society

**In this role you will be responsible for:**

- Taking ownership of the data reconciliation process for monthly and year end actuarial valuations.
- Bringing forward ideas on improvements in data reconciliation process and lead in implementing them.
- Developing and maintaining a robust control framework for financial data used for actuarial valuations.
- Developing and updating financial and risk dashboards for Board and Committees and assist in regular Management Information (MI) reporting.
- Taking ownership of demographic experience investigations and contribute to MI like including annual experience analysis report.
- Supporting the Actuarial function with projects, including dealing with queries from other functions.
- Carrying out other such duties and responsibilities as required by your line manager or assigned to you by the Society from time to time.
- Maintaining appropriate standards of documentations of processes and procedures.

**We are looking for someone who has:**

- A degree level or equivalent in a numerate subject
- Experience working with financial data, summarising and analysing data
- Strong knowledge of Excel and computer literacy
- High level of numeracy
- Experience with actuarial valuations and reporting would be preferred but not essential
- Knowledge of SQL and Power Queries would be preferred

**Most importantly, we offer:**

- Salary: Competitive
- Company Pension Scheme – 8% employer contribution
- Flexible working hours with the option to work from home.
- 25 days annual leave plus bank holidays
- An extra day off for your birthday

- Access to wellbeing support services through Nuffield Health and Health Assured including access to 24/7 online GP, discounted gym membership, mental health support, free eye tests and flu vaccinations.
- Company benefits including life insurance, healthcare cash plan, four paid well-being days, and various social and charitable events throughout the year including a volunteering day at a charity of your choice.
- Optional benefits including cycle to work scheme, holiday trading, etc.
- 4pm finish on Friday!

If you think this role would be a great fit for you, please submit your CV and cover letter now to [careers@shepherdsfriendly.co.uk](mailto:careers@shepherdsfriendly.co.uk) For further information, please contact 0800526249.

### **Diversity, Equality and Inclusion**

The Society strives to build and nurture an inclusive culture that encourages, supports and celebrates the diverse voices of our people to connect with our members and the communities we serve. We offer a range of family friendly, inclusive employment policies and practices, flexible working arrangements, employee engagement initiatives and office facilities and services to support people from different backgrounds.