



We're looking for a **Member Company Analyst** in Raleigh, NC

Organization Information: **North Carolina Reinsurance Facility (NCRF)** is a nonprofit, unincorporated legal entity that ensures the availability of auto liability insurance to all eligible NC risks. Our efforts are focused on ensuring the right premiums are collected and the correct losses are paid while minimizing the impact on both policyholders and insurers. The NCRF reinsures about 1.5 million NC policies with approximately \$1.5 billion in revenues.

The Position: We are looking for a Member Company Analyst to support our member companies with review of data submissions and training on Facility rules and procedures.

Requirements:

- Effective analytical and problem-solving skills
- Proficient communication and interpersonal skills
- Possess a team player mentality
- Competency with Microsoft Office Suite
- Display a strong degree of personal initiative while maintaining a positive attitude

Responsibilities:

- Review and verify accuracy of member company data submissions
- Communicate regularly with member company associates
- Collaborate and engage with member companies and internal staff
- Diligently fulfill the obligations of the Facility as set forth in statutes

Why Should You Apply?

- **Competitive compensation** with an annual bonus plan.
- **Competitive Benefits package** including medical, dental, vision, disability, 401k and cash balance pension
- **Paid Time Off** with a minimum of 4 weeks (pro-rated) plus 12 paid holidays per year
- **Flexible Work Week** of 37.5-hours with Friday afternoon off
- **Hybrid Work Environment:** 2 days per week in Raleigh office, 3 days remote
- **Work/Life Balance** commitment for our organization

We look forward to hearing from you.

Please send your resume to:

HR@NCRB.ORG

The Organizations are equal opportunity employers dedicated to a policy of compliance with all federal, state and local laws regarding nondiscrimination in employment. Applicants are considered for all positions without regard to race, ancestry, color, age, national origin, ethnicity, religious creed or belief, physical or mental disability, marital or familial status, legally protected medical condition, genetic information, military or veteran status, sex (including pregnancy, or related medical condition), gender (including gender identity and expression), sexual orientation, citizenship/alienage status, protected activity (such as opposition to or reporting of prohibited discrimination or harassment), arrest or conviction record, or any other status or protected characteristic protected by law. In addition, this Organization does not discriminate on the basis of physical or mental disability where the essential functions of the job, as reasonably accommodated, do not require such distinction.
