Bank of Guyana

Job Title	Actuarial Analyst 1 (Assistant Principal).	**Position Type**	Full Time
Department	Insurance & Pensions Supervision Department	**Level**	
		Min. Expr Required	

JOB DESCRIPTION

Reporting to the Director – Insurance & Pensions Supervision Department, the Analyst shall ensure that the integration of capital modelling into the risk management framework and will provide analytical support and technical guidance to the various sections within the department.

Duties and Responsibilities

1. Monitor the experience of lines of business of insurance companies and pension plans in relation to actuarial assumptions.
2. Evaluate risk analytics and metrics and provide technical guidance pertaining to reserve calculations, pricing/funding analyses and capital adequacy reviews for insurance companies and pension plans.
3. Review external catastrophe and capital adequacy models as well as insurance and reinsurance contracts.
4. Analyse and evaluate risk characteristics pertaining to insurance and pension assets.
5. Research international trends and provide relevant advice on such.
6. Develop and run data reports on defined benefit pension plans and risk controls of insurers.
7. Evaluate enterprise risk management framework of insurers.
8. Review and evaluate policies of insurers.
9. Develop and run stress tests and scenario analyses for insurers and pension plans.

Additionally, the analyst may be required to be an active member in projects arising outside of direct responsibilities.

Also, as part of their duties and assessment, the Analyst will be expected to demonstrate the following:

a) Be an active member of/in projects arising out of direct responsibilities.
b) A high level of professionalism is required on the job at all times.
c) An ability to work well within the team.
d) An ability to cope with high levels of responsibility and with confidential matters.
e) Initiative and self-motivation.
f) Technical understanding and attention to detail.
g) An ability to communicate clearly and efficiently at all levels, both in speech and writing.

Qualifications and Experience/Competencies:

- Bachelor’s Degree in Actuarial Science, Mathematics, Applied Mathematics, Statistics or any equivalent.
- Knowledge of Software: MS Excel, MS Word, MS PowerPoint.
- Familiarity with Databases.
- Strong analytical and mathematical skills and knowledge of actuarial mathematics

Interested persons should submit their job application and a detailed Curriculum Vitae to the Bank not later than
WEDNESDAY, NOVEMBER 26, 2025 and should be addressed to:

THE GOVERNOR
HUMAN RESOURCES & ADMINISTRATION DEPARTMENT
BANK OF GUYANA,
P. O. BOX 1003,
1 CHURCH STREET & AVENUE OF THE REPUBLIC,
GEORGETOWN.

We regret that responses will not be sent to applicants who do not satisfy the Minimum Qualification Requirements for this position.