HO CHI MINH CITY

(ASSOCIATE) MANAGER
VALUATION AND FINANCIAL REPORTING

At Sunlife, we're driven by our Purpose: To help Clients build lifetime financial security and lead healthier lives. Across Asia, we cultivate a **High-Performance, Caring Culture** that empowers our people to achieve outstanding results, embrace continuous growth, and create meaningful impact. We succeed together by fostering an inclusive environment where wellbeing, collaboration, and accountability are equally valued.

I. ACCOUNTABILITY

1. Local Reporting and Capital/Solvency

- Prepare reserves, Ministry of Finance and statutory profit and loss reports; analyze results and explain trends and issues.
- Manage capital/solvency valuation on local and Canadian bases, including Local Solvency and the Life Insurance Capital Adequacy Test.
- Support annual capital shock testing (Financial Condition Testing and Local Financial Risk Solvency assessment).
- Coordinate with Finance and regulatory teams to ensure accurate and timely reporting.
- Recommend actions to improve local profitability and the company's health assessment.

2. Value of New Business Reporting

- Prepare quarterly and annual Value of New Business results by channel and product.
- Analyze movements (volume, mix, margin, assumption and experience effects) and write commentary for leadership and the Regional Office.
- Reconcile results with sales, pricing and planning; support business planning and forecasting.
- Improve controls, automation, and turnaround time of the reporting process.

3. Reporting Data Management and Enhancement with Information Technology

- Own valuation data requirements: extraction, validation, reconciliation and data quality controls for valuation inputs.
- Work with Information Technology to manage, enhance and fix valuation of reporting data, data marts and interfaces.

If this opportunities sound like a good fit for you, we'd be happy to receive your application at **VN_careers@sunlife.com.**

- Define business requirements and perform user acceptance testing for data and system changes, including new product data needs.
- Lead automation of data checks and reporting steps (for example, Python, SQL, and AI-assisted tools) to reduce manual work and operational risk.

4. New Products, Assumption Changes and Experience Studies

- Implement new products and Assumption Changes and Management Actions in the actuarial valuation model, ensuring accurate modeling and reserve calculations.
- Lead regular experience studies (lapse/persistency, mortality, morbidity and expenses), identify trends and support the annual assumption review.
- Support the Head of Valuation on assumption and reserve settings for new products.

5. Predictive Analytics

- Help develop, validate, and maintain predictive models (for example, lapse prediction) supporting persistency improvement.
- Turn model results into practical insights for Distribution, Operations and the Persistency Taskforce.

Ensure all activities, decisions and deliverables comply with fair treatment of Clients principles, proactively identifying and mitigating risks of unfair client outcomes in line with Company conduct expectations.

II. QUALIFICATIONS

1. Specialized Knowledge and Skills

- Actuarial principles, local regulations, capital/solvency frameworks and Value of New Business methodology.
- Hands-on actuarial modelling experience; AXIS is a plus, while Prophet or other platforms are equally acceptable.
- Advanced SQL, Python or R and data management; predictive modelling techniques, including generalized linear models and machine learning, are an advantage.
- Communicate business requirements and actuarial impacts of data/system issues to Information Technology; excellent written and spoken Vietnamese and English.
- Demonstrate the Curiosity to effectively leverage AI tools to enhance productivity, decision-making, and quality of outcomes within the role

2. Problem Solving

- Analyze interconnected reserve, capital, Value of New Business, data, model and assumption issues; automate controlled improvements, escalate significant issues early, and manage quarter-end deadlines.
- Demonstrate strong accountability in problem solving by proactively identifying, owning, and resolving all issues within scope, regardless of formal task assignment

3. Education and Experience

- Bachelor's degree in actuarial science, mathematics, statistics or a related field.

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- At least 5-6 Society of Actuaries exams or equivalent; Associate (ASA) preferred.
- 4-5+ years in an actuarial department with valuation and financial reporting experience; Value of New Business/embedded value experience preferred.
- Actuarial modelling required (AXIS preferred; Prophet or others acceptable); Python and SQL required; data/IT or predictive analytics exposure advantageous; project leadership and coaching required.

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