



An AmWINS Group Company

Digital Solutions Analyst Job Description

Company Summary

Founded in 2000 and acquired by AmWINS in 2016, **True Benefit** (www.true-benefit.com) assists businesses in developing comprehensive strategies for their Employee Benefit programs. Our rapidly growing company is looking for top talent to join our team. The True Benefit environment provides opportunities to make an immediate impact, with ample prospects for growth in multiple areas, including: business development, consulting, risk management / pricing, technology, and project management. Our parent company, AmWINS, is the largest wholesale insurance broker in the US and the 14th largest insurance brokerage in the world.

We are building an environment and culture that questions the status quo in the health care industry, leveraging our relationships and resources to improve the health and well-being of our clients and their employees. **True Benefit** is seeking to add an entry-level **Digital Solutions Analyst** to their growing team in **Branford, CT** (near New Haven).

Job Description

True Benefit is actively seeking to transform the small group health benefits underwriting process, leveraging a range of digital / insurtech capabilities, including: robotic process automation, machine learning, data analytics and workflow management technologies. Supporting True Benefit's Vice President of Operations and Director of Digital Strategy, the **Digital Solutions Analyst** will collaborate with line of business representatives and our various technology partners to: identify opportunities for digital transformation of existing processes and information exchange; define business requirements, investment cases and functional prototypes; and, work independently or partner closely with technical specialists to implement working solutions leveraging the Microsoft Office 365 / Azure platform. Key responsibilities will include:

- Defining business and technical requirements for new digital solutions and managing roadmaps for existing tools / solutions.
- Developing functional prototypes / proofs of concept leveraging Office 365 technologies such as PowerApps, Power BI, Flow and SharePoint.
- Providing governance and stewardship for True Benefit's enterprise data assets housed on Microsoft SQL Server.
- Supporting the definition and maintenance of technology policies and practices to ensure we meet our obligations for the protection of personal information for our insured population.
- Maintaining awareness of the insurtech industry space and identifying potential leverage opportunities.
- Providing coaching and guidance to True Benefit employees seeking to leverage end-user Office 365 capabilities for collaboration and information sharing.

We are looking for the following background and attributes:

- Strategic thinking and decision-making skills
- Well-developed verbal and written communication skills
- Ability to work well in team-based environment
- Ability to adapt in a rapidly changing environment
- Self-starter willing to find new approaches to business challenges
- Strong math / finance skills
- Working knowledge of Microsoft Office 365 suite (advanced skills in Microsoft Excel a plus)
- Understanding of relational database concepts
- Excellent organizational and interpersonal skills
- Basic data analytics and PowerBI / Tableau skills a plus
- Basic programming skills in Python, SQL, Javascript, NODE.JS, etc. a plus

- Bachelor's degree in Business, Economics, Data Science, Management Information Systems / Computer Science, Actuarial Science or other applicable major
- No prior health benefits or insurance industry experience necessary

We strive to be an employer of choice and offer a unique blend of benefits and perks.

- Competitive and comprehensive compensation
- Benefits program that includes:
 - Medical, Dental, Vision, Prescription, Disability and Group Life insurance
 - 401k matching
 - 15 days Paid Time-Off
 - Company paid Holidays, One Floating Holiday
 - Eligible for yearend performance bonus once requirements are met
 - Charitable donation matching
 - Supportive Environment
 - Business Casual attire

Equal Opportunity Policy: The acceptance of the requested information for consideration and referral of candidates will be without regard to a candidate's race, creed, color, age, gender, marital status, veteran status, national origin, sexual orientation/identification/expression, disability status, or weight and will be based solely on the candidate's qualifications for the position. We are an equal opportunity employer.