

## Memorandum

Date: [insert date]  
To: [insert name here]  
From: [insert name of from]  
Subject: Results of the Informational Interview with [insert name of from]

On February 2, 2013, an informational interview was conducted with Iris Sayre, an [enter position of interviewee] at Farmers, to gain more information and understanding about both actuarial science and actuarial consultancy. The interview went well and its analysis and results are detailed below.

With over 20 years of experience, Iris Sayre not only has a substantial amount of knowledge on the different fields of work that stem from Actuarial Science itself, but on its real world applications as well. Noted as a powerful [enter position here] with a strong and professional demeanor, Mr. Sayre exhibited clear signs of confidence, charisma, and experience.

During the interview, Mr. Sayre outlined a number of skills and qualifications required to excel in the field of actuarial science, particularly actuarial consulting. Much of the information provided was new and interesting. For example, he stated that actuaries not only require proficient mathematical, computer and analytical skills but strong communication skills, creativity, and the ability to work independently at a moment's notice.

Further questions asked during this discussion revealed that professional and competent actuaries actually have some of the most impressive remuneration packages. For example, chief actuaries have the potential to earn over \$250,000 a year while head consultants can easily earn greater salaries. Mr. Sayre however did reveal that to do so, significant competency and over a decade of experience is required to come close higher remuneration packages.

During the interview, Iris Sayre was questioned about the problems many actuaries faced during their prior studies, internship, and life as an actuarial consultant. His answers revealed that many actuaries, while they possessed superior academic qualifications, did not know how to switch between a team and independent environment. Further questions revealed that while many interns have a substantial amount of information and skill, they are unable to make quick managerial decisions due to the fear of making the wrong decision. As such, he stated that an actuary must always be confident both in their decisions and stand by them.

The interview with Mr. Sayre went well and it proved to be a wonderful experience. Throughout the interview, Iris Sayre displayed a significant amount of confidence, quick decision making skills and experience required in the actuarial field. As such, this interview revealed much about the actuarial science field and has provided much insight on my own goals and future prospects.