



WE ARE HIRING

Assistant Manager Insurance Premium Finance

REPORTING TO:

Unit Head – Bancassurance

RESPONSIBLE FOR:

Insurance Premium Finance Product

DEPARTMENT:

Retail

REGION:

Dar Es Salaam

HOURS OF WORK

8am - 5pm Monday to Friday.
Additional hours as required by workload.



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1. PURPOSE OF JOB:

- This involves overseeing the entire premium financing process within an organization by developing and implementing plans to optimize the premium financing sales and operations, including setting targets for loan volume, revenue, and profitability. Also, responsible for driving the strategic direction of the premium financing business, managing risks, fostering growth opportunities, and ensuring compliance with regulatory requirements while delivering excellent customer service.

2. PRINCIPLE ACCOUNTABILITIES :

- Developing and implementing strategies to grow the premium finance business, including expanding the client base, increasing loan volume, and maximizing revenue
- Identifying new business opportunities, partnerships, and markets to drive growth and profitability
- Monitoring industry trends and competitor activities to identify areas for improvement and innovation
- Providing leadership, guidance, and direction to the team on the Insurance premium finance
- Setting clear goals and expectations for team members and monitoring their performance
- Conducting regular performance evaluations and providing feedback, coaching, and training as needed to ensure the team's success
- Building and maintaining strong relationships with key clients, insurance carriers, financial institutions, and other stakeholders
- Addressing client inquiries, concerns, and requests in a timely and professional manner to ensure high levels of customer satisfaction
- Identifying opportunities to add value to client relationships and enhance the overall client experience
- Ensuring the efficient and effective operation of premium finance processes and systems
- Identifying opportunities to streamline workflows, improve operational efficiency, and enhance quality-of-service delivery
- Implementing best practices and standards to optimize performance and achieve operational excellence
- Assessing and managing risks associated with premium financing activities, including credit risk, market risk, and regulatory compliance
- Ensuring that premium finance operations comply with relevant laws, regulations, and industry standards
- Implementing policies, procedures, and controls to mitigate risks and maintain compliance with regulatory requirements
- Providing regular reports and updates on the performance of the premium finance business to senior management and other stakeholders
- Communicating effectively with internal and external stakeholders to share information, address issues, and coordinate activities



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3. QUALIFICATIONS:

- Professional certificates (Bachelor 's degree or its equivalent in insurance, bank, risk management, Accounting, actuarial science, finance, Business Administration, or related field from recognized institution)
- Professional certificates (Minimum certificate in insurance/CoP)
- Sworn Declaration of good character and solvency
- Attested declaration on solvency and non- conviction in criminal offences
- ACII will be added advantage

4. OTHERS:

- At least 5 years' work experience in the Credit or Insurance Industry with a key focus on Operations, Underwriting and Claims
- Excellent knowledge of both credit and insurance products and processes, regulatory requirements as well as ability to drive business performance and revenues
- Good interpersonal and management skills
- Good understanding of customer segmentation and needs as well as an in-depth knowledge of distribution channel strategies
- Demonstrated capacity to lead, coach and supervise team members effectively
- Visible excellent communication (written and verbal) and negotiation skills
- Demonstrated integrity and ethical standards

Kindly use the provided link to submit your application.

NB: Only shortlisted candidates will be contacted

Application deadline: **27th May 2024.**



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