Job Description

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Job Title
Business Development Manager — Reinsurance

Job Location
Dar es Salaam

Category
-

Job Type
Full Time

Job level
Manager

Industry
-

Open to Expatriates
Only Open to Tanzanian Nationals

Minimum Requirements

Min Budget
-

Max Budget
-

Primary Industry
-

Secondary Industry
-

Primary Category
-

Secondary Category
-

Certificate
-

Qualification
-

Summary

The manager will develop and service a growing portfolio of cedant relationships, support the full placement cycle from enquiry to closing documentation, and build a personal production track record under the guidance of the Senior Business Development Manager.

Responsibilities

Business Development

- Identify, approach and convert prospective cedants in Tanzania and assigned regional markets; maintain a structured prospect pipeline in the CRM.
- Manage day-to-day relationships with assigned cedants; handle enquiries, renewals and mid-term changes promptly and professionally.
- Support tender/RFP responses and client presentations.

2.Placement Support

- Prepare risk submissions, gather and validate underwriting information, and draft slips and placement documentation for review.
- Follow up quotes with reinsurers, track subjectivities, and drive placements to firm order and signed contract documentation.
- Maintain accurate records: bordereaux, endorsements, premium bookings, and client files to audit standard.

3.Market Knowledge

- Build knowledge of reinsurance structures, classes of business, and market security; progress professional studies.
- Monitor competitor activity and market developments; contribute intelligence to the production team.

Education & Qualifications

- Bachelor's degree; progress toward ACII or equivalent professional qualification
- Strong written English; competent with Excel, PowerPoint and CRM tools
- Willingness to travel regionally

Requirements

- 5+ years in reinsurance or insurance (broking, underwriting, or cedant reinsurance department), with client-facing experience
- Working knowledge of facultative placement processes and documentation
- Existing cedant relationships in East/Central Africa
- Kiswahili proficiency
- Exposure to treaty business

Characteristics

- Drive and persistence in prospecting
- Accuracy and attention to documentation detail
- Professional communication and presence
- Team player, coachable, eager to learn

Reporting To

Senior Business Development Manager.

Driving Licence

Not Required

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