

# **Job Description**

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Job Title Job Location Category

Insurance Sales Executive Dar es Salaam -

Job TypeJob levelIndustryFull TimeIntermediateInsurance

Open to Expatriates

Only Open to Tanzanian Nationals

# Minimum Requirements

Min Budget Max Budget Primary Industry

- Insurance: 2 Years

Secondary Industry Primary Category Secondary Category

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Certificate Qualification

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#### Summary

The role of an Insurance Sales executive is to sell insurance policies, through calls and meetings with existing and potential clients to grow the Company's customer base. His/her goal is to get information about clients' needs and match them with insurance policies offered by the Company to make a sale.

The Sales Executive will also be responsible for creating and maintaining customers' records.

#### Responsibilities

- Conduct market exploration, research, and development with the aim of promoting the Company's products in the country.
- · Research and source potential clients and build long-term relationships with them.
- · Networking and active business development of existing and new clients.
- Persuade prospective clients to engage in a phone conversation and/or meeting to discuss insurance products.
- Advise clients on the insurance policies that best suit their needs and correct claim practices required to get a claim settled.
- Working closely with the Business Development Manager to grow country sales.
- · Customise insurance programs to suit individual clients and explain benefits and risks of the policy
- Fill-out and submit applications, issue quotes, maintain client records and prepare sales reports
- · Keep abreast of industry and market trends and best practices.

### **Education & Qualifications**

Bachelor Degree in Insurance or any equivalent qualification.

#### Requirements

- Two or more year of experience in the insurance field.
- · Sales experience.
- · Clients engagement experience.

# **Reporting To**

Business Development Manager.

# **Driving Licence**

Not Required

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