



# Job Description

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<b>Job Title</b> Insurance Sales Executive	<b>Job Location</b> Dar es Salaam	<b>Category</b> -
<b>Job Type</b> Full Time	<b>Job level</b> Intermediate	<b>Industry</b> Insurance

**Open to Expatriates**  
Only Open to Tanzanian Nationals

## Minimum Requirements

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<b>Min Budget</b> -	<b>Max Budget</b> -	<b>Primary Industry</b> Insurance: 2 Years
<b>Secondary Industry</b> -	<b>Primary Category</b> -	<b>Secondary Category</b> -
<b>Certificate</b> -	<b>Qualification</b> -	

## Summary

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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

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- 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

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Bachelor Degree in Insurance or any equivalent qualification.

## Requirements

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

## Reporting To

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Business Development Manager.

## Driving Licence

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Not Required

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