



Job Description

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Job Title Principal Officer- Bancassurance	Job Location Dar es Salaam	Category -
Job Type Full Time	Job level Senior Manager	Industry Banking

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

Has primary responsibility of developing, implementing, monitoring and reviewing the Bancassurance business. They will be responsible for Insurance premium mobilization (Gross premium) both life and general insurance, marketing Insurance products, customer service/delivery systems, employee training, , annual cost/benefit analysis of existing products, preparation of detailed reports for the business development committees and related regulatory compliance

Responsibilities

- Plan, organizes, direct and control Bancassurance activities through various departments. Responsible for reconciliation of insurance premiums with insurance companies, Tracking commissions receivable from insurance companies Meet the assigned targets for premium collection for both life and general Insurance
- Responsible for the operations of the bancassurance business and be a representative of the bank in all matters of bancassurance business with regulatory authorities.
- Support and monitor the specified persons dealing with Bancassurance at branch's in coordination with the branch managers
- Coordinate for quotations on various products from insurance companies for leads generated by branch's and various channels. Adhere to the laid down process
- Provide reports on business development on functional areas to the head retail banking. Provide daily MIS with analysis on leads received and closed analysis.
- Work with Branch Managers and intra department including, Risk, Compliance, ICT, etc. to ensure customer delivery standards of Retail Banking are at the highest level.
- Responsible to maintain all records for Bancassurance as specified by the insurance regulator in the Bancassurance regulations and as per the Bancassurance policy of the bank
- Adhere to all the customer service guidelines as specified in the Bancassurance policy of the bank.
- Manage and coordinate handling of claims and customer complaints with insurance companies.
- Any other job as may be delegated or assigned from time to time.

Education & Qualifications

- Excellent innovative, marketing, communication, organizing and leadership skills.

- Adheres to all the policies and procedures of the bank.
- Able to meet timelines in submission of reports and any other reports as required to be submitted
- Ability to balance long term and short-term requirements independently
- Strong evaluation, communication, and reporting skills
- Work is diverse and involves movement to project location but also semi routine requiring major prioritization, planning and control of work.
- Ability to balance opposing business requirements
- A structured approach to dealing with complex and variable work environments in an independent manner.
- Able to provide advice and cause/effect evaluation to support business decision making

Requirements

- University degree or equivalent qualification in Business Administration, Banking, Finance, Risk Management or related field / equivalent experience from a recognized institution
- A minimum of 8-10 years banking experience, with at least 3 years in of working experience in insurance industry.

Reporting To

Head of Commercial Banking

Driving Licence

Not Required

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