



*...empowering members for life*

## VACANCY ADVERTISEMENT

Society Vision: **To redefine financial wellness.**

Stima DT Savings and Credit Cooperative Society Limited (Stima Sacco) is a leading country-wide, fast growing, and licensed DTS (Deposit Taking Sacco). To achieve the planned growth, the Sacco is looking for qualified and competent persons to fill the following vacancies:

### **INSURANCE SALES REPRESENTATIVE**

Reporting to The Insurance Officer, the job holder will be responsible for designing and implementing effective marketing strategies geared towards bringing more insurance business for the insurance Agency.

#### Key Tasks and Responsibilities

1. Design and implement effective marketing strategies to sell new insurance contracts to new and existing clients.
2. Contact potential clients and create rapport by networking, using referrals.
3. Research and source potential clients and build long-term relationships with them.
4. Appraise the wishes and demands of business or individual customers and sell the suitable protection plans.
5. Collect information from clients on their risk profiles to offer them the proper solution.
6. Deliver approved policies to new clients and explain benefits and risks of the policy.
7. Submit client applications, issue quotes, maintain client records and prepare reports.
8. Check insurance claims to solidify trust and safeguard reputation.
9. Retain continuous awareness of agency transactions, sales and existing terms and keep records of the same.
10. Keep abreast of industry and market trends and best practices.
11. Conduct risk assessment for proposed and existing products.

#### **Qualifications**

- A Bachelor's degree in Insurance or Business related course from a recognized University.
- Possess professional qualification such as COP or Diploma in Insurance
- A minimum of three (3) years working experience in the insurance Industry
- High analytical and problem-solving skills

- Demonstrate excellent report writing and presentation skills.
- High ethical standards, integrity, and professionalism
- Planning and organization skills
- Interpersonal, communication and negotiation skills
- Knowledge of the various insurance products
- Excellent Customer Experience skills

**Qualified applicants should apply on or before 5:00pm on Friday, 6<sup>th</sup> September 2024 using the link provided in the Society's website.**