



Job Ref. No: AG003

Position: Head of Agency – Meru Branch (One position)

Jubilee Insurance was established in August 1937, as the first locally incorporated Insurance Company based in Mombasa. Jubilee Insurance has spread its sphere of influence throughout the region to become the largest Composite insurer in East Africa, handling Life, Pensions, General and Medical Insurance. Today, Jubilee is the number one insurer in East Africa with over 1.9 million clients. Jubilee Insurance has a network of offices in Kenya, Uganda, Tanzania, Burundi, and Mauritius. It is the only ISO certified insurance group listed on the three East Africa stock exchanges – The Nairobi Securities Exchange (NSE), Dar es Salaam Stock Exchange and Uganda Securities Exchange. Its regional offices are highly rated on leadership, quality and risk management and have been awarded an AA- in Kenya and Uganda, and an A+ in Tanzania. For more information, visit www.JubileeInsurance.com.

We currently have an exciting career opportunity for a **Head of Agency – Meru Branch** within **Jubilee Life Insurance Limited** and will be based in Meru, Kenya.

Role Purpose

The role-holders will supervise and coordinate all aspects of an Agency sales workstream. The role holder will develop strategies and lead the initiatives to meet and grow the sales productivity, headcount, training, recruitment and culture. The role holder will report to the **Head of Retail Life - Agency Sales** and will be supported to grow a viable agency to expand Jubilee Life market share in Kenya.

Main Responsibilities

- Achieve the set Agency's new business sales budget in terms of Number of Policies and Annualized premium.
- Meet set Agency's business retention and persistency ratios.
- Meet the resource complement of the Agency by sourcing for Sales Managers and coordinating the recruitment and training of a team of Financial Advisors.
- Ensure that the team of Sales Managers and Financial Advisors meet set targets in terms of new business production and persistency ratios.
- Develop relationships with key stakeholders that will enable our sales team to access markets and make sales presentations in corporate entities, check off institutions, or camping sites.
- Supervise, motivate and assist the team of Sales Managers and Financial Advisors to achieve their Key Performance Indicators (KPIs) by agreeing and setting the KPIs and evaluating performance regularly.
- Promote the organization, its products and services to new and current clients and position the brand in the region.

Key Competencies

1. Ability to recruit, train, and develop a high-performing sales team.
2. Deep understanding of sales processes, negotiation techniques, and market dynamics.
3. Proven track record of achieving and exceeding sales targets.
4. Ability to open new markets and lead teams in driving sales in new market segments
5. Strong communication, interpersonal and team building skills.
7. Ability to solve problems with strong customer service and relationship management skills.

Academic Background & Relevant Qualifications

The basic requirements and qualifications should include but are not limited to:

1. Minimum Age of – 35 years
2. A Degree or Diploma as minimum level of education.
3. Education – O-Level Minimum grade C plain
4. ACII/AIIK or COP (Insurance) Certification and registration with IRA
5. Min 5 Years' experience in Sales Management
6. Certification in Sales Management and IT Skills will be an added advantage

**If you are qualified and seeking an exciting new challenge, please apply via
Retailsalesrecruitment@jubileekenya.com
quoting the Job Reference Number and Position by 10th December 2024.
Only shortlisted candidates will be contacted**