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**Job Ref. No. JLIL367**

**Position: Data Analytics Intern**

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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, Asset Management 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](http://www.JubileeInsurance.com).

We currently have an exciting career opportunity for a **Data Analytics Intern** within **Jubilee Life Insurance Limited**. The position holder will report to the **Manager – Analytics** and will be based at our Head Office in Nairobi.

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### **Role Purpose**

The role holder will be responsible for assessing, monitoring, and improving data quality standards and processes to support informed decision-making, regulatory compliance, and operational efficiency. They will ensure the accuracy, completeness, and integrity of data assets.

### **Main Responsibilities**

1. Provide support in analysing business data to equip management and stakeholders with insights that align with departmental and overall business objectives.
2. Assist in identifying, analysing, and interpreting trends and patterns in complex data sets to generate insights that guide business actions.
3. Consolidate, interpret, and present data in reports and dashboards for Executives, Team Leads, and End Users, with a focus on acquisition and financial information.
4. Produce reports and dashboards using Microsoft Power BI, SSRS, and other data tools.
5. Define and document customer business processes and reporting needs, including business process diagrams, data maps, and data models.
6. Conduct proactive research on integrating new technologies for advanced analytics, including (but not limited to) Power Flow, PowerApps, and Machine Learning.
7. Provide Power BI Desktop and Cloud platform support, including gateway configuration and administration.
8. Demonstrate strong DAX, data modelling, and basic M (Power Query Editor) capabilities.

### **Key Competencies**

1. **Critical Thinking and Analytical Orientation:** Demonstrates the capacity to evaluate information logically and support data-driven decisions.
2. **Strong Business Judgment:** Shows the capability to understand business needs and offer sound, practical recommendations.
3. **Problem-Solving:** Possesses the skill to identify issues quickly and propose effective solutions.

4. **Teamwork and Collaboration:** Exhibits the aptitude to work well with others and contribute to achieving shared goals.
5. **Communication Skills:** Displays the competence to convey information clearly to both technical and non-technical audiences.

**Relevant Qualifications and Experience**

1. Bachelor's degree in Business Management or in a quantitative field such as Mathematics, Statistics, Engineering, Actuarial Science, Computer Science, Economics, or Finance.
2. Familiarity with data visualization tools such as Power BI and Tableau.

**If you are qualified and seeking an exciting new challenge,  
please apply via [Recruitment@jubileekenya.com](mailto:Recruitment@jubileekenya.com) quoting the Job Reference Number  
and Position by 18<sup>th</sup> December 2025.  
Only shortlisted candidates will be contacted.**