



+254 730 677 000



Info@pacisinsurance.com



Pacis Centre, 4th Floor off Waiyaki Way,
Westlands - Nairobi



JOB DESCRIPTION

POST TITLE: UNIT MANAGER – KISUMU BRANCH

JOB PURPOSE:

The unit Manager will be responsible for providing overall leadership to a group of Direct and Independent sales team as prescribed in Pacis to ensure key performance deliverables for the unit are met.

PRINCIPAL ACCOUNTABILITIES:

- Sales planning that achieves the set goals and objectives.
- Selling of general, Medical Insurance, and other company products as targets prescribe.
- Quality recruitment, selection, and retention of productive sales agents/Brokers.
- Conducting training on company products, processes, sales and soft skills to achieve results.
- Conduct Field Training with direct sales team members to ensure hands on approach to sales
- Conduct performance management, maintain monthly performance records and supervision Tied and Independent agents to drive sales across all product lines and set targets.
- Manage sales funnel and ensure high hit ratio
- Provide one-to-one coaching, mentoring and motivation to members of their teams and ensure that they effectively implement strategies and agreed action plans.



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- Market segmentation and opening of markets for the sales team to secure business.
- Meeting the set persistency levels of general business and retention targets for other lines of business.
- Providing effective customer service to both prospective and existing customers Preparing sales and other management reports as required from time to time Deliver on performance requirements as defined in the unit key deliverables in alignment to the Branch key deliverables.

KEY PERFORMANCE MEASURES:

- New business & Retention,
- Recruitment & Training
- People Management and performance management as prescribed in the contractual agreement.

KNOWLEDGE AND EXPERIENCE (Qualifications)

1. A business-related degree is a minimum requirement or its equivalent
2. Minimum 3 years' experience in General business unit management.
3. Relevant professional qualifications in COP. However, certification or proof of study in ACII, AIK or CIM will be an added advantage.
4. Excellent leadership, communication and interpersonal skills
5. Above average computer skills.



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SKILLS AND COMPETENCIES.

- Customer Oriented
- Interpersonal skills
- Team player
- Problem solving
- Creative thinking
- Planning & organizational skills
- Dependability
- Ethical
- Confidence
- Tactical
- Innovation
- Analytical thinking
- Keen to details.

Application closing date to be 23rd July 2024.. All applications should be done on www.pacisinsurance.com/careers , attaching an updated CV and cover letter. Only shortlisted candidates will be contacted.