

VACANCY

Build Your Career with Sanlam

Sanlam is a leading Financial Services Institution, which provides services in the fields of Individual Life Insurance, Group Life Insurance, Unit Trusts and Asset Management. To give substance to its objective to be a fully-fledged Namibian Insurer, Sanlam is increasingly introducing greater financial and technical expertise. For this reason, it invites applications for the position of:

Junior Business Development Manager : Sanlam Personal Portfolios

The purpose of the position

The candidate will be responsible for administration and sales support to the Manager: Non-Life Products and the distribution channels.

Main duties and responsibilities include

- Servicing Distribution Managers and a specific focus area of Intermediaries that will be allocated by the Manager: Non-Life Products - to enable SP² Business to reach monthly inflow, AUM, Wrap Funds/ implemented consulting inflows & Profit targets – this includes :
 - Building relationships (Administrator, Distribution Managers and Intermediaries)
 - Formal Distribution Managers', Intermediary & client presentations.
 - Supporting Intermediaries with client proposals, investment proposals & client meetings
 - Monitoring and Managing of sales figures and monthly stats - feedback to Manager:Non-Life and Distribution Managers
- Increase Wrap funds / Implemented consulting allocation on SP² LISP
- Assisting Sanlam Legal & Compliance Consultant with Product compliance related information
- Product, tools and administration training to Intermediaries, Intermediary Assistants & Distribution Managers – this includes traveling to all parts of Namibia where there is a training need
- Arranging of all SP² related functions / events
- Monitoring and Managing of all SP² incentive programs
- Handling of day-to-day administrative queries that will enable the SP² business to run smoothly

Qualification & Experience Requirements

- Grade 12 and 5 years' experience in a similar role within the investment / collective investment service industry
- 2 to 3 years experience in the LISP environment – should have worked directly with Intermediaries and Distribution Managers
- Good experience in organising and arranging of events
- Good Knowledge of economic principles, environment and investment products
- Fluent in English
- Excellent telephone etiquette
- Valid Driver's License
- Computer literate – this includes Microsoft Outlook , Excel, Word & PowerPoint

Closing Date for Applications: 25 March 2019

Only short listed candidates will be notified. No documents will be returned.

Namibian Citizens who suit the above profile can submit their CV's to:

hramibia@sanlam.com.na

