



ASSISTANT MANAGER - BUSINESS DEVELOPMENT

The Job

- Preparation of monthly / quarterly corporate & retail sales plans.
- Work with the core team in achieving top level targets.
- Collection of key data from prospective clients / market and maintain records.
- Scheduling and follow-up meetings with corporate clients.
- Assisting the technical team by providing required information for preparation of Broking Slips.
- Work closely with the technical team during the quotation process until cover confirmations are obtained from Insurers.

The Person

- Minimum 3-5 years' experience in sales & marketing role.
- Work with an Insurance Company or in an Insurance Broker Company would be an added advantage.
- Basic Knowledge of Insurance Underwriting & Claims in both Motor & Non-Motor sectors.
- Good Command of English.
- Ability to develop & maintain pleasant rapport with Insurers.

SEND YOUR CV TO CAREERS.ZENITH@HIRDARAMANI.COM