

JOB SPECIFICATION

JOB TITLE : Marketer
DEPARTMENT/LOCATION : Marketing Department
MANAGEMENT OF STAFF : No

1. QUALIFICATIONS AND EXPERIENCE RELEVANT TO JOB CONTENT

AT APPOINTMENT

- BComm or Engineering Degree or construction / engineering related diploma
- Minimum of 5 years Engineering insurance experience
- Minimum 3 years marketing/sales short term engineering insurance experience
- First Level Regulatory Examination: Representatives
- FAIS compliant as representative, not under supervision
- Computer Literacy: Microsoft Office - proficiency in Word, Excel PowerPoint and Microsoft Outlook
- Comprehensive understanding of insurance legislation
- Must have experience on insurance operating systems
- Valid driver's license

2. MAIN PURPOSE OF POSITION

The main purpose of this position is generating new business growth, retention of clients, new and current broker relationship management, market awareness, discovery and expansion of an allocated senior portfolio of broker with annual GWP's over R250,000

3. PERSONAL QUALITIES

- Driven and Motivated
- Well-spoken and confident
- Public speaker
- Initiative in terms of marketing opportunities
- Target driven
- Good telephone etiquette
- Immaculate interpersonal skills
- Ability to perform tasks under pressure
- Attention to detail / accuracy

4. KEY FUNCTIONS

- Understanding insurance risks
- Comprehension of policy wordings
- Training of brokers on insurance products
- Hosting of functions (Candidate should be well spoken and presentable)
- Road-trip preparation and scheduling of meetings with clients
- Power point presentation preparation
- Solving of queries on instruction between various departments
- Accurate loading of quotations
- Material Preparation for training functions
- Broker premium consolidation
- Broker information consolidation
- Broker target consolidation
- Broker area distribution
- Renewal preparation monthly
- Research for Marketing Presentations
- Team coordination within marketing department

Application:

Please e-mail CV's to Siegfried Grimbeek (siegfriedg@mirabilis.net)

Application closes on **12 November 2021 at 16h00**

Only shortlisted candidates will be contacted