



# GetSure

## VACANCY

GetSure Legal (Pty) Limited, trading as GetSure, is an innovative and dynamic company that embraces technology to provide insurance products and services to its clients under an agency license and is a subsidiary of GetBucks Limited (Botswana). The company offers the following - Funeral Cover, Motor Vehicle Insurance, Legal Cover and Credit Life Cover.

GetSure is currently looking for an **INSURANCE MANAGER**. The Insurance Manager is responsible for supporting the day-to-day management of GetSure. The Manager is expected to guide the business on new business development initiatives and will report to the Deputy Chief Executive Officer.

### Key Responsibilities

- Create, implement and manage the GetBucks Group's insurance strategy and company budgets.
- Board Pack preparations and presentations.
- Develop, train and manage department employees.
- New Business Development through crafting and modification of products and services as required by the market.
- Drive Sales Promotions and Activations.
- Key stakeholders' relationship management with key emphasis on Law Firms, Group Clients, Regulators, Media and Insurance Companies.
- Claims management and Preside over claims investigations.
- Identify and analyze risks associated with policies.
- Create and modify procedures and documents related to policies.
- Implementation and management of effective and efficient collection of premiums.
- Manage and provide value adding reports on the business in relation to market trends, insurance data and drive innovation.
- Drive automation of processes and fintech related insurance products.
- Ensure accurate reporting on all insurance matters to various stakeholders

### Attributes and Experience

- Degree in Risk Management, Finance, Business Management, Economics or any other related field.
- A Certificate of Proficiency in short- and long-term insurance is a must.
- An MBA or MBL will be an added advantage.
- A minimum of 6 years' experience with exposure in the insurance sector, preferably at managerial level.
- Flexible and resourceful; Excellent team skills as this job will require the candidate to work with different types of teams and cultures.
- Requisite computer skills for presentations, communication and data analysis.
- A thorough understanding of insurance agency and insurance broker performance metrics/indicators and the ability to interpret and process operations data.
- Excellent verbal and written communication, mathematical skills, budgeting skills, attention to detail, organizational skills and interpersonal skills.
- The capacity to work under pressure, prioritize multiple tasks and meet deadlines.
- The commitment and enthusiasm to work in a challenging environment.

### Remuneration:

This will be communicated to the successful candidate.

### Submission deadline:

30<sup>th</sup> March 2020

Please email your current resume to [RecruitmentBW@getbucks.com](mailto:RecruitmentBW@getbucks.com) by 1630hrs on the submission deadline date. If you don't have a call back within 3 days of deadline, please consider your application as unsuccessful.

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