

Klapton Reinsurance Limited

Life Underwriter

Job Specification

Job Title: Life and Health Underwriter

Contract Type: Permanent

Location: Lusaka, Zambia

Industry: Reinsurance

Reporting to: Head of Underwriting

Why work at Klapton Re?

We are one of the fastest growing reinsurers in Africa with a diverse team of professionals who care about every team member. At Klapton Re, we believe in providing a platform for all talented, vibrant, and skilled industry individuals to thrive. We strive to be a high-performance organisation (HPO). The company is run by a dedicated and experienced executive management team. Visit our website at www.klaptonre.com and learn more about Klapton.

Please review the job description below to find out if you have the skills necessary for this role and would want to join Klapton Re:

Overview

The Life Underwriter is a full-time employee who will be based at Klapton Re's Head office in Lusaka, Zambia. The jobholder will be required to work collaboratively across the organisation and report directly to the Head of Underwriting. He/she will be part of a small but high-performing, friendly and supportive team where teamwork and attention to detail delivers winning results and future advancement opportunities.

Job Summary

- Review, consider and underwrite inward life and health reinsurance inquiries, from different regions in Africa and Asia.
- Must be fluent in English-working experience in the Asian Gulf region or the Indian Subcontinent-an advantage.
- Review and present for consideration inward life reinsurance treaties and facilities for acceptance by the company.
- Correspond, maintain relationships with producing reinsurance brokers and cedants.

- Handle the administrative duties required to conduct the Life and underwriter's job.

Key Accountabilities

- Soliciting and receiving business offers from existing and potential clients, assessing such offers when received and determining whether or to accept them in line with the Corporation's underwriting policy/guidelines.
- Maintaining proper records of all business offers and transaction received and concluded.
- Establishing and maintaining all contracts in respect of business offers accepted from cedants and brokers.
- Preparing renewal and new business quotation proposals to cedants and brokers.
- Ensuring that all the treaties and facultative contracts are processed and the cover notes/slips/wordings signed and send out to cedants or brokers.
- Monitoring the profitability of markets serviced and monitoring progress towards the achievement of income targets in the chosen markets.
- Review of the overall performance per market with a view to taking corrective measure where necessary.
- Preparation of quarterly bordereaux and statement of accounts and profit commission statements.
- Review contracts and submissions for accuracy and appropriateness relative to corporate policies and standards.
- Review assumptions, expectations, results in order to enhance underwriting book quality.
- Perform in-depth analysis to review account performance and steer portfolio management.
- Work in conjunction with business development executives to create new solutions/products and support the strategy implementation.
- Participate in regional and international initiatives in a bid to enhance capacity building and promote the brand, as well as market and grow the company's Life business participation and portfolio.
- Assist in the preparation of reinsurance and retrocession renewal data, statistics and periodical statements.
- Communicate reinsurance business trends and developments as well as performance report writing to the immediate superior.
- Communicate and maintain a good and ongoing relationship with the producing brokers and ceding (re) insurers.
- Train staff on Life reinsurance.
- Any other duties assigned by management in line with the task.

Experiences, Skill Sets & Personal Competencies

- The candidate must have a minimum of 5 years in life underwriting.
- A minimum of 3 years' experience of working in a reinsurance department or reputable life reinsurance company.
- Strong leadership and skills to foster teamwork; develop and motivate staff, resolve conflicts as well as ability to provide direction, guidance, momentum, and vision in order to achieve organizational objectives.
- Strong communication and presentation skills including the ability to develop proposals, concept papers, position papers as well as write reports and prepare relevant publications.
- Proficient knowledge in IT and can work with reinsurance systems for business transaction processing and production reporting.
- High level interpersonal and cross-cultural skills, including the ability to build alliances and collaborative relationships with sensitivity to diversity.
- Must be self-starter, highly organized, and able to work well with people at all levels in the organization.
- High levels of integrity.
- Strategic thinking, analytical and creative thinking, and problem-solving skills.
- Good customer relationship management skills (internal and external customers).
- Good negotiation skills and persuasiveness.
- Confidence presenting to large groups of people.
- Trustworthiness and discretion when handling confidential information.
- A smart appearance and professional manner.

Qualifications

A Bachelor's degree in Insurance, Commerce, or related discipline from a reputable university. Professional qualification (s) in insurance such as CII accreditation (Full ACII) will be an added advantage.

What's in it for you:

- A highly inclusive work environment that values and rewards talent, excellence and integrity of each employee.
- Management hierarchy and team-based environment that promotes collaboration and free-flowing communication.
- Market competitive remuneration package commensurate with experience and qualifications, with a comprehensive suite of employee benefits.