



Job Description

Stream : HR/Finance / Sales & Marketing

Probation Period : Minimum 60 Days Maximum : 6 Months

A BRIEF ABOUT THE COMPANY :-

- IDBI Federal Life Insurance Company Ltd., is the fast mover and rated a market leader in top 10 trustworthy insurance companies. Comprising of an energetic, enthusiastic and creative team, IDBI Federal has expanded within a short span of time to a team of 1000+ people and achieved break-even point in just 5 years, growing further at a very aggressive rate on a weekly basis.

- A career in the Indian Insurance sector can be quite challenging but also rewarding. The insurance industry in India is the fifth largest life insurance market in the emerging insurance economies globally and is growing at 33% per annum

On Job Training Roles and Responsibilities

HR :-

- • Candidate would be responsible to handle end to end recruitment
- • Sourcing and conducting telephonic & face to face Interview from executive to managerial level through different portals like Naukri, indeed etc..
- • Follow up with candidates for their documents and Joining
- • Maintaining resume Database, responsible for joining formalities till employee code creation
- • Recruiting of financial advisors, training the same advisors and generating business with financial advisors
- • Handing of financial advisors objections
- • Interview prospective clients to get data about their financial resources and discuss existing coverage
- • Explain the features of various policies
- • Analyze clients' current insurance policies and suggest additions or changes
- • Customize insurance programs to suit individual clients

- Handle policy renewals
- Validation of customers financial needs based on their requirement

Finance:-

- **Educate Your Clients:-** As life insurance options have multiplied, clients increasingly need someone to educate them on the different types of policies available. When they understand the different types of policies, they can make informed decisions about what's best for them and their families. As you teach your clients, they learn to trust you and rely on your solid advice.
- **Paint the Big Picture:-** When selling life insurance, you have a responsibility to help your clients see the big picture. How will their life insurance policies fit their overall financial goals? Do they need to make adjustments to their policies because of financial or family related changes? As their life insurance agent, you can help answer these questions and resolve any concerns.
- **Be a Consultant:-** When making long-term financial decisions, most people like to consult with experts. Demonstrate that you are an expert in life insurance by sharing your expertise with them. Provide accurate facts and figures, and be available to speak with them any time they have questions. Increase your credibility by presenting charts and graphs specific to their personal financial situations, and stay current on industry trends and new information.
- **Be a Liaison:-** You are the connection between your client and the life insurance company or wholesale life insurance brokerage you represent. If your client has a problem with the company, be a liaison and try to figure out what the problems is. When you sell a policy and then disappear completely from your client's life, you lose credibility and future business from the client or from referrals. If a client has a simple question about billing or an address change, get involved and see what you can do to solve the problem or at least direct the client to someone at the company who can help. Such exemplary customer service proves to your clients that you care.
- **Be Thorough:-** When meeting a new client for the first time, refrain from recommending a particular policy too quickly, even if you're pretty sure it's the right one for them. Instead, ask a lot of questions in your initial interview to get a thorough picture of their needs, current financial situation, and future goals. Your effort shows your customer that you care about finding a policy that meets their specific needs.
- **Seek New Clients:-** To ensure future work for yourself, seek out new clients regularly. If you treat your current clients well, they will refer their friends and acquaintances to you. You can also look for new clients through newsletters, ads, door approaches, presentations at seminars and workshops.

Sales & Marketing

- Design and implement effective marketing strategies to sell new insurance contracts
- Contact potential clients and create rapport by networking, cold calling, using referrals etc
- Appraise the wishes and demands of business or individual customers and sell the suitable protection plans
- Collect information from clients on their risk profiles in order to offer them the proper solution
- Prepare reports to shareholders on the success of your business endeavors
- Retain continuous awareness of transactions, sales and terms and keep relative records
- Check insurance claims to solidify trust and safeguard reputation
- Frequently replenish job-specific knowledge and apply it on the field
- Fulfill all company-established policy obligations

Benefits

Promotions:- Performers will get immediate promotion based on their goal sheet promotion norms without looking any time calendar

- Financial advisor to Team leader
- Team leader to Senior Team leader
- Senior Team leader to Group Team leader

Foreign Trips:-

- Age as Leader Forum – All Performer's will have wonderful opportunity to participate in Age as Leaders Forum International event to meet with Asia zone performers
- Galaxy Awards -Top Annual performer's will have wonderful opportunity to participate in International Galaxy Awards distribution Event
- MDRT Club-Every one will have wonderful opportunity to participate in MDRT Club International Event scheduled at U.S.A

Achievement Award & Rewards:--

- Knowledge Level Certificate
- Skill Level Performance awards & rewards
- Training fitness certificate
- Skill Level Performance based certificates
- ID Card, Appointment Letter & Licence copy
- Salary Account
- Performers will get Form -16 and TDS Certificate

Payout (Performance Based) :--

- Level-1 : Rapid Starter R-45 Level Minimum: Rs.10000/- + Incentives
- Level-2 : Rapid Starter R-75 Level Minimum: Rs.20000/- + Incentives
- Level-3 : Rapid Starter R-100 Level Minimum: Rs.35000/- + Incentives
- Level-4 : Fast Track R-100 Level. Minimum: Rs.60000/- + Incentives

Thanks & Best Regards

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