

JOB DESCRIPTION – Health Insurance – Sales Manager

REMOTE WORKING IS AVAILABLE – We welcome interest from anywhere within the UK. Previous employment experience with Health Insurance is required. Option to work remotely with occasional travel to Head Office. Attractive salary and Commission Scheme.

MAIN DUTIES AND RESPONSIBILITIES OF THE POST

To:

- Ensure that sales targets are met/exceeded by ensuring that the Sales function operates efficiently and is focussed on winning new business and retaining existing clients.
- Generate and convert leads for corporate business.
- Generate business from Brokers and Introducers and the provision of support and training in line with Financial Conduct Authority (FCA) requirements.
- Ensures that all procedures are accurate, and in line with the FCA guidelines and reflect the practices carried out within the team.
- Acquire, develop and retain sales staff ensuring that the department is fully operational.
- Implement business strategies for all relevant distribution channels.
- Manage identified key intermediaries.

By:

- Convert enquiries into sales to actively grow the business by setting stretching targets.
- Ensure that client retention rates remain high by ensuring team focus on renewals.
- Ensure all team workflow is processed in a timely manner.
- Implement new business strategies for direct business, broker business and introducer business.
- Generate MI reports for the Senior Management Team as required.
- Responsible for ensuring the commission payments are accurate, checked and authorised prior to the payments being processed by Finance.
- Feedback competitor information and market intelligence to Senior Management Team to enable the business to remain current with market trends.
- Support, train and manage the Sales Team to ensure that they are up to date in product knowledge, sell compliantly within FCA regulations and manage intermediary connection appropriately.
- Perform 6 monthly performance reviews with all members of the team and set-up regular 1-2-1s as required.
- Attending regular management and sales meetings.
- Understanding how the functions of the role interlink with other roles within the business.
- Committing to travel in order to meet potential customers and/or Brokers and Introducers.
- Having regular reviews with the Brokers and Introducers to monitor performance whilst documenting the information obtained.

Personal performance, conduct and development

Documentation of Procedures: Regularly check the team procedures and highlight any changes or updates to the Compliance Officer to ensure that procedures are compliant with FCA requirements. Ensure that this manual is of a standard that can be used as a training manual for new and existing employees.

Product Knowledge: Possess a thorough knowledge and understanding of the market and cover purchased either through a broker, introducer or directly by the client.

Building Broker and Introducer Relationships: Make regular contact with the Brokers and Introdurers to build a positive relationship and monitor progress.

Introducer Training and Support: Responsible for all aspects of product training, sales and commission negotiations (within the parameters set by the business) in relation to the Brokers and Introdurers.

Ensure a full copy of Broker/Introducer details is passed to the Regulation & Compliance Officer for FCA audit purpose. Responsible for ensuring that all Broker/Introducer files are established and up to date, ensuring that all FCA requirement and FCA paperwork is present.

Provide copies and evidence of training delivered to the Brokers/Introdurers on a continual basis. Ensure that the training is delivered in a timely fashion and in line with the FCA requirements.

Additional: You may be asked to carry out tasks that are in addition to those listed in the Job Description where required and within your capabilities.

What You Can Expect From Us

- Attractive Salary and Commission Scheme dependant on experience
- Access to Pension Scheme
- Business vehicle, laptop and mobile to support remote working
- Sick Pay Scheme
- Great Annual Leave Benefit
- Free Worldwide Multi Trip Travel Cover and discounted rate for family members
- Cash benefits linked to Personal Accident, Life Cover and Critical Illness
- Employee Rewards Scheme
- Commitment to Employee Learning and Development
- Access to Wellbeing Services and Discount Scheme
- Friendly working environment in Peterborough, convenient location close to the A1

About Us

Our greatest strength is our people – professional, driven yet grounded and fun to work with. If our culture sounds like a good fit for you and you want to be part of our exciting journey then please send a copy of your CV to jobs@generalandmedical.com