

JOB DESCRIPTION

POSITION / DESIGNATION	RM NPS
BAND / GRADE	Asst./Deputy Manager
JOB RESPONSIBILITIES	<ul style="list-style-type: none"> ▪ Identification and setting up meetings with Nodal officers of Govt/Private sector ▪ Convincing them about IndiaFirst as ASP ▪ Ensure regular meeting and relationship building ▪ Meet customers and convert them to buy Annuity from us ▪ Ensure correct information is provided to the customer ▪ Fulfill all company-established policy obligations ▪ Ensuring 100% Login to issuance along with following TATs ▪ Retain continuous awareness of transactions, sales and keep relative records ▪ Engage with Nodal officers to ensure attachment & selection of our annuity product ▪ Coordinate with Phone team for appointment scheduling with HNIs and Nodal officers ▪ Support Phone team to ensure timely login and issuance of cases and help close escalations, if any.
KEY PERFORMANCE INDICATORS	
QUALITATIVE	<ul style="list-style-type: none"> ▪ Sales conversions: daily meet up with Nodal officers; customers; phone team and other internal relevant stakeholders ▪ Zero mis-selling ▪ Maintaining performance achievement as defined by the company
REQUIRMENTS	<ul style="list-style-type: none"> • Proven experience of minimum 2 years in NPS/ corporate sales (Life Insurance) • Ability to work with computers • Excellent skills in communication • High school or Graduate(any) • Must be physically mobile: travelling involved
PREFERRED CREDENTIALS	
<ul style="list-style-type: none"> • COMPETENCIES 	<ul style="list-style-type: none"> ▪ Ability to comprehend, capture as well as interpret customer and Nodal officer information ▪ Ability to manage customer/Nodal officer queries, to respond promptly to the needs of the customer and convince the customer positively. ▪ Result Orientation ▪ High level of motivation and perseverance ▪ Sales mindset and a positive attitude ▪ Basic computer knowledge/technological skills ▪ Good verbal and written communication skills. Ability to converse in English & Hindi is essential. ▪ Travel extensively.