

JOB POSTING TEMPLATE

Date: <u>2020</u> Job title: <u>Associate Manager, Bancassurance Training</u>	Function: <u>Bancassurance</u> Manager title: <u>Associate Director, Bancassurance Training</u>
--	--

Job purpose

This role is designed to take charge of managing and ensuring effective implementation including delivery of the training programmes to develop the salesforce & partner' skillset as business requirements. This role also require the coordination with sales team to update & implement changes in learning & development activities to adapt with business's direction.

Major accountabilities

- Develop & effective deliver training programs to meet training needs of Bancassurance distribution channels, including training to insurance salesforce & partner's staff.
- Ensure sufficient and effective delivery of training program to uplift skill set and knowledge to targeted audience.
- Provide coaching for salesforce & partner's staff when required to supports them achieving goals.
- Shared responsible for sales performance/ productivity of the assigned sales channel(s) and areas.
- Support Leaders in assessing learning needs, training service performance, and program effectiveness for necessary adjustment:
 - ✓ Identify changes in learning needs & propose update training program
 - ✓ Record & analyse training records and statistics for training programs improvements
- Ensure constant self-improvement; keep abreast of training development and competence practices, including legislation and market best practices.
- Ensure training activities in respective zone to comply with the MOF's regulations and the company's internal compliance regulations.
- Manage the training programs and activities in a cost effective manner. Monitor and control expenses closely within budget.

Specialized knowledge

- Training abilities in soft skills, sales related knowledge, product and technical knowledge.
- Preferable coaching skills.
- Ability to assess training gap and propose design training program to bridge the gap.
- Good knowledge on sales, Insurance, training methodology
- Good presentation, communication, and interpersonal skills
- Good organization and planning skills
- Fluent Vietnamese
- Familiar with Excel, Word, and Power Point
- Matured, self-confident
- Positive working attitude and able to influence others
- Ability to work under pressure and meet deadlines while working with ambiguity
- High resilience
- This role will required travel time at least 7 days/month

Education and experience

JOB POSTING TEMPLATE

- University graduated is required;
- Preferable having experience in Life Insurance & Bancassurance
- Should have experience in sales training management, preferably in life insurance

Metrics (if applicable)

Finance metrics (revenue, budget managed, etc.): Training activities budget

Sales metrics (type and amount):

Other metrics (specify):

Travel required (express as % of working time):