

DEI Statement			
Celebrating Uniqueness. OUR uniqueness is our COLLECTIVE strength. At FGII, we are passionate about creating an inclusive culture that supports and promotes diversity. We are committed to fostering an environment in which employees recognize their uniqueness and feel comfortable, respected, appreciated, and valued. We believe that this uniqueness and diversity makes for a more creative, innovative and successful workplace. At FGII, everyone is welcome.			
Job Description			
Position Title	:	Trainee / Executive - Bancassurance Support	Department : Bancassurance
Position Holder	:	M1	Function : Sales & Distribution
Location	:		Reports to : BM/ AVP/ VP/ SVP
Job Scope / Position Summary			
Purpose of this role: Responsible for Sales Support / Back Office activities for Bancassurance at Zonal/National Level.			
Main Responsibility			
1		Responsible for Sales Support / back office work for Bancassurance Channel.	
2		One point of contact to support Bancassurance team.	
3		Responsible for maintaining Business MIS of Bancassurance Channel.	
4		Responsible for maintaining the performance MIS of Sales Associates / FLS / TL of Bancassurance Channel	
5		Responsible for timely release of the all the defined report to HOD/ stake holders. Such as Incentive, Productivity, Branch/ Zone Performance, Topline & Bottom-line and etc.	
6		Preparing business report product wise.	
7		Maintaining the Business Branch mapping report of all the Bank Tie-ups.	
8		Coordinating with the internal team members & Other critical dept for smooth functioning of Bancassurance activities.	
Qualification and Experience Requirement			
Education	:	Graduate / Post Graduate	
Experience	:	Above 5/6 years in similar role/ Sales Support from NBFC and preferred from Insurance	

Approved by:

Acknowledged by:

 Signature

 Signature

Name & Title:

Name & Title:

Date:

Date: