

Job Profile

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| Business Unit: | Prudential Assurance Uganda Limited |
| Business Function: | Agency & Distribution |
| Job Title: | Rookies Development Manager |
| Reports to: | Head of Agency Training |
| Location: | Kampala, Uganda |

Prudential Assurance Uganda Limited is a wholly owned subsidiary of Prudential Plc. (“Prudential”). Prudential comprises of a portfolio of businesses focused on structural growth markets. The business helps individuals to de-risk their lives and deal with their biggest financial concerns through life insurance. One of the longest standing and most successful global insurers in the world with over 20 million life customers, +24,000 employees and £56billion of assets under management as at 30th June 2019, Prudential has been providing financial security to customers since 1848 and it’s one of the oldest insurers in the world, with 171 continuous years of providing financial services. Prudential Plc is listed on stock exchanges in London, Hong Kong, Singapore and New York.

Prudential provides protection and savings opportunities to customers, social and economic benefits to the communities in which it operates, jobs and opportunities to its employees and financial benefits for its investors. By offering security, pooling savings and making investments, Prudential helps to maintain the cycle of growth. The company’s strategy is designed to create sustainable economic value for its customers and shareholders.

The company continues to develop its businesses in new markets in Africa, building on the success of its other regional models, particularly Asia. Currently, the company has a footprint in eight countries: Uganda, Kenya, Zambia, Ghana, Nigeria, Cameroon, Cote d’Ivoire and Togo

Job Scope:

Reporting to the Head of Agency Training, the Rookies Development Manager will, oversee the Rookies Development Program, review the program criteria and content every year and manage the team under them to drive the Rookies productivity. The Manager will also conduct monthly training sessions and keep a running database of all the rookies and ensure there is an open line of communication and provide feedback on rookies going through the program and the leaders.

As the ideal resource for this role, the successful candidate will be an ardent team player, with excellent people skills. In addition, she/he will be highly confidential, the go to person with an analytical mind-set, proactive and self-driven, with ability to meet deadlines on short notice.

Principal Accountabilities:

Coordinate the Rookies Development Program

- Draft the monthly Rookies Development Program and share weekly attendance updates.
- Gatekeeper for the Program to ensure only Rookies that have signed contracts are allowed into the program.
- Conduct monthly trainings for rookies.
- Oversee the training schedule for the Rookies Program Training Team
- Oversee the implementation of New Agents Financing and compile the monthly report.

Part Timers Rookies Program

- Design and implement a program for Part Timers (0-3 months)

Script Based Learning

- Ensure implementation of script-based learning as part of the Rookies Development

Training reporting and analytics

- Design reporting and feedback templates for the program.
- Prepare weekly and monthly training reports accurately and timely.
- Conduct post RDP assessment for all Rookies.

Other duties

- Oversee other trainings of new programs or products for rookies.
- Perform any other duties as may be required.

Core Competences Required:

- Competent Computer skills, specifically in Power Point and Excel
- Excellent communication and interpersonal skills
- Excellent organisational skills
- Ability to prioritise tasks and activities.
- Ability to successfully work in a high activity, fast paced environment.
- Can work well with minimal supervision.
- Bachelor's Degree
- At least 4 years' experience in similar role