



Job Title: Junior Sales Trainer – Insurance Sales

Department: Business Development (Sales Support)

Job Summary

The Junior Sales Trainer for Insurance Sales is responsible for supporting and enhancing the development and delivery of training programs for the insurance sales team. This role involves coordinating training activities, ensuring that new hires and existing salespeople (branches, agents) are equipped with the knowledge, skills, and tools to excel in selling insurance products. The Junior Sales Trainer maintains high training standards and supports the achievement of sales targets.

Main Responsibilities

- Assist in designing and developing training programs tailored to the insurance sales team's needs.
- Coordinate onboarding and ongoing training sessions for new and existing sales agents.
- Help to create training materials such as presentations, manuals, and digital content that align with company standards.
- Monitor training schedules and ensure timely execution of training programs.
- Deliver training sessions on product knowledge, sales techniques, compliance regulations, and customer service.
- Provide hands-on guidance and mentorship during role-playing and simulation exercises.
- Actively engage with agents during training, providing real-time feedback and support
- Assess the performance of trainees through quizzes, tests, and practical exercises to ensure retention of information.
- Collaborate with sales leaders to track the success of training initiatives and identify areas for improvement.
- Prepare regular reports on the effectiveness of training programs, highlighting progress and areas that need attention.
- Analyse sales team performance and feedback to identify skill gaps or knowledge deficiencies and recommend targeted training solutions.
- Stay updated with industry trends, products, and sales strategies to enhance training content.
- Continuously improve training programs by incorporating best practices and innovative training methods.
- Work closely with the HR department to ensure the smooth onboarding process for new sales people.
- Foster a collaborative environment by working with Sales Managers and team leads to meet the needs of the sales department.
- Provide ongoing support and coaching to insurance agents, ensuring their continuous development.
- Ensure all training complies with industry regulations and company policies, emphasizing ethical sales practices.
- Educate agents on compliance and regulatory issues related to insurance sales, including data protection, privacy laws, and ethical selling standards.

Job Requirements

- Bachelor's degree in Business Administration, Marketing, or a related field (preferred).
- Proven experience in sales training, coaching, or insurance sales (2+ years preferred).
- Strong understanding of insurance products, sales processes, and industry regulations.
- Excellent communication and presentation skills, both written and verbal.
- Ability to engage and motivate a team, fostering a productive learning environment.

- Strong organisational and time-management skills, with the ability to handle multiple tasks
- Proficient in using training software and tools (e.g., LMS, MS Office)
- Experience with sales performance tracking and training analytics is a plus.

Work Environment:

- Ability to work in an office or virtual environment with occasional travel for in-person training sessions.
- Ability to sit, stand, and engage in activities for extended periods during training sessions.

The company reserves the right to call only the best qualified candidates for the selection exercises.

Applications received after the closing date might not be considered.

The company also reserves the right not to proceed with the vacancies.