

## Advert 9th December 2014 (Closed)

### **ZEP-RE (PTA REINSURANCE COMPANY)**

#### **EXCELLENT CAREER OPPORTUNITY**

ZEP-RE (PTA Reinsurance Company) is a specialized institution of the Common Market for Eastern and Southern Africa (COMESA) established to service and develop the needs of the insurance and reinsurance industry within the Sub-Region. ZEP-RE's operations are driven by the desire to provide excellent first class reinsurance and technical services to all our business partners who are drawn from the breadth of the African continent and beyond. We are seeking a high calibre and results-oriented professional to create growth, capacity, and competitive advantage in our business in the capacity of **Portuguese speaking ENGINEERING UNDERWRITER / SURVEYOR** at our Southern Africa Regional Office in Harare -Zimbabwe in the first quarter of 2015. He/She must be self-driven, innovative, able to work with minimum supervision and a committed team player. The incumbent will be based in our Harare office.

#### **POSITION SPECS**

Reporting to the Regional Director, the Engineering Underwriter / Surveyor will assist in effecting the mandate of the office in all aspects of Reinsurance business. He/She will specifically:-

- Be responsible for underwriting Engineering Reinsurance Business in the ZEP-RE Southern African Business Region;
- Be responsible for undertaking surveys in the ZEP-RE Southern African Business Region;
- Market the company products and services;
- Underwrite new and renew treaty and facultative reinsurance business;
- Be responsible for treaty and facultative business administration which would include inter alia checking facultative and treaty wordings, cover notes, preparation of debit and credit notes etc;
- Assist with pricing of treaty and facultative business;
- Oversee Engineering and all business credit control;
- Assist with the preparation of regional and local market statistics;
- Participate in company training initiatives for staff and clients;
- Perform any other duties as will be assigned from time to time.

#### **PERSON SPECS**

- Must be Bilingual- (good written and oral communication) in Portuguese and English must be fluent in the two languages.
- Should have an Engineering degree from a recognized University;
- Should have relevant professional qualifications in Engineering and Surveying;
- Diploma in Insurance with Insurance Institute of South Africa (IISA) or Chartered Institute of Insurance (CII) UK will be a critical advantage;
- Should have at least 5 years of Engineering and / or surveying reinsurance experience in an insurance/reinsurance company;
- Should have excellent communication, interpersonal, report writing and supervisory skills;
- ICT knowledge is critical and knowledge of Sics Nt will be added advantage;

Candidates who meet the above requirements should submit applications by e-mail attaching a detailed CV with personal details of **e-mail**, telephone, **current remuneration** and three referees by Saturday 31st January 2015 to: [recruitment@zep-re.com](mailto:recruitment@zep-re.com)

ZEP-RE is an equal opportunity employer and is committed to gender equality in its staff. Well qualified candidates, particularly females are strongly encouraged to apply

**ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED**