

We Are Hiring!

Positions

- Branch Manager (Dar es Salaam)
- Branch Manager (Mwanza)

Please send your application letter and CV to:
Email : recruitment2026@diamondtrust.co.tz
Deadline : 13th March, 2026

Job Purpose

To meet branch retail and SME financial targets through a first-class sales and service Management system and within established product programs through branch, including servicing corporate customers. Working closely with Centralized Operations unit to operate and maintain a smooth running and operationally efficient branch, that conform to the financial institutions and BOT regulations, rules and guidelines issue from time to time

Duties

- Meet all targets for the Branch.
- Effective customer service.
- Manage the operations and support activities at the branch; including guiding, supporting, motivating and supervising the staff to ensure effectiveness and efficiency in all areas of branch operations.
- Establish and manage effective marketing and business development programs.
- Assessing manpower requirements in the form of well-structured operations, job descriptions and manning levels in the branch.
- Monitor the administrative activities in the branch to ensure adequate control and cost-effectiveness in all areas.
- Ensure timely submission of required reports.
- Supervise banking operations.
- Initiate and follow-up marketing and deposit mobilization strategies.

Requirements

- Bachelor's degree or advanced diploma in Business Administration, Banking, Finance or marketing. Master's Degree in related fields is an added advantage.

Work Experience

- At least five years of experience, three years should be in a managerial role with an exposure to sales /Business development.

Personal Attributes

- Self-driven, proactive, and results oriented.
- Strong interpersonal skills and team player.
- Ability to engage senior corporate executives confidently.

Senior Bancassurance Officer (Corporate)

Job Purpose

The Officer will be responsible for integrating insurance solutions into the corporate banking segment. This role involves working closely with Corporate Relationship Managers to offer comprehensive insurance products to corporate clients, ensuring their wellbeing and the wellbeing of their companies.

Duties

Business Development & Revenue Growth

- Identify, acquire, and manage corporate clients to drive insurance product uptake.
- Develop and implement sales strategies to achieve annual targets for premiums and commissions.

Client Relationship Management

- Provide end-to-end client support, ensuring excellent service delivery.
- Conduct regular relationship reviews with key corporate customers.
- Ensure timely renewal of all corporate insurance policies.

Operational Excellence

- Ensure accurate documentation, policy issuance, endorsements, and timely invoicing.
- Follow up premiums and ensure timely booking in line with bancassurance procedures.

Reporting and Performance Monitoring

- Prepare weekly, monthly, and quarterly sales reports.
- Track performance against budget and highlight gaps early.

Requirements

Bachelor's degree in business administration, Insurance and Risk Management, Banking, Risk, Finance or related field. Professional insurance qualification (CII) is an added advantage.

Work Experience

Minimum 2–4 years' experience in Bancassurance or Corporate Insurance sales.

Personal Attributes

Self-driven, proactive, and results oriented.
Strong interpersonal skills and team player.
Ability to engage senior corporate executives confidently.

We Are Hiring!

Positions

- Senior Bancassurance Officer (Insurance Premium Financing)
- Senior Bancassurance Officer (Corporate)

Please send your application letter and CV to:
Email : recruitment2026@diamondtrust.co.tz
Deadline : 10th March, 2026

Senior Bancassurance Officer (Insurance Premium Financing)

Job Purpose

The incumbent will be responsible for structuring, originating, executing, and managing insurance premium financing solutions for corporate, Individual and SME clients. The officer will work closely with Corporate Relationship Managers, Credit, Risk, and Insurance Partners to grow fee income, deepen client relationships, and increase insurance penetration through financing solutions.

Duties

Business Development & Revenue Growth

- Identify corporate and SME clients eligible for insurance premium financing in collaboration with Relationship Managers.
- Structure competitive IPF proposals aligned with client cash-flow cycles and bank credit policies.

Credit and Risk Management

- Work with the Credit Department to ensure proper risk assessment of financed premiums.
- Ensure financing aligns with collateral requirements, guarantees, or security arrangements where applicable.

Operations and Partnerships

- Coordinate with insurers and brokers to confirm policy issuance before financing is finalized.

Portfolio Monitoring and Reporting

- Maintain an IPF portfolio tracker showing exposure, sector concentration, and repayment status.

Requirements

Bachelor's degree in business administration, Insurance and Risk Management, Banking, Risk, Finance or related field, Professional insurance qualification (CII) is an added advantage.

Work Experience

Minimum 2–4 years' experience in Bancassurance or Corporate Insurance sales.

Personal Attributes

Self-driven, proactive, and results oriented.

Strong interpersonal skills and team player.

Ability to engage senior corporate executives confidently.