



SMEP Microfinance Bank Limited is a dynamic and Mission Driven Christian Microfinance Bank regulated by the Central Bank of Kenya, whose **Mission** is *“To empower families in Kenya’s underserved communities with impactful financial solutions as we live and proclaim the gospel of Jesus Christ.”*, with 23 outlets across the country.

We are inviting applications from interested and suitably qualified candidates who are *passionate about living their faith and transforming lives in the society as they live and proclaim the Gospel of Jesus Christ*, to fill the following position:

RELATIONSHIP MANAGER – BANCASSURANCE (PRINCIPAL OFFICER) - BUS/09/26

The Relationship Manager – Bancassurance will be responsible for growing the Bancassurance Business line in the Bank and managing the business relationships in these product lines to achieve business, revenue and profit targets. The job holder will report to the Chief Executive Officer and responsible for Board reporting on the Bancassurance Unit.

Duties And Responsibilities

- The Principal Officer of the Bancassurance Unit.
- Responsible for strategy development and implementation for business, revenue and profitability growth.
- To develop and implement the annual budget in line with the strategic plan.
- Product development and distribution of the insurance products across the Bank channels to expand market share.
- Provide leadership in the Bancassurance arm of the Bank, staff capacity building and performance management.
- Accountable for credit control in line with the Credit policy within the Bancassurance Unit.
- Active management of relationships with all Bank partners to ensure smooth running of the distribution channels in delivering targets.
- Carry out research, monitor and provide relevant information on the market activities to the management for informed decision making.
- Identify, monitor and mitigate risks associated with the Bancassurance business.
- Ensure compliance with the internal and external policy and regulatory framework, including Banking and Insurance prudential guidelines.
- Implementation of Audit recommendations to align with the Bank’s operating policies and procedures.
- Provide effective supervision and claims oversight to ensure operational efficiency and seamless customer service and retention.
- Preparation of Business reports to the Board on Bancassurance performance, risks, and projections.
- Maintain a healthy and productive relationship with key partners and stakeholders to enhance turn-around time in service delivery to customers.

Qualifications

- Undergraduate degree in Insurance, Accounting, Commerce, Marketing, Banking, Actuarial Science or other business-related fields, from a recognized university
- Must have a Diploma in insurance or a Certificate of Proficiency (COP) in Insurance or equivalent professional qualifications.
- Knowledge of lending approaches, portfolio management, financial accounting as well as general knowledge of banking.
- Must be adept in ICT skills; knowledge of T24 Banking system will be an added advantage.

Key Qualities & Competencies

- Must be a practicing Christian who lives and upholds Christian values, with a passion to serve.
- At least 5 years' experience in Bancassurance - in a regulated financial institution; 2 of which must have been in a Supervisory role.
- Proven sales track record within Insurance, MFBs, Banking and related industries will be an added advantage.
- Strong and proven leadership and people management skills
- Superior analytical, report writing, excellent communication and administration skills.
- A strategic thinker, self-driven, results-oriented and a team-player with impressive interpersonal & relationship building skills.

HOW TO APPLY

Qualified and interested candidates who meet the criteria should download the "Job Application Form" at www.smep.co.ke/careers, and send their filled applications to recruitment@smep.co.ke, indicating the *Job Title & Reference on the e-mail subject on or before Friday 19th September 2026*. Only shortlisted candidates will be contacted.

SMEP MFB PLC doesn't charge any money throughout the recruitment process.