



VACANCY NOTICE

MSIG Insurance (Vietnam) Company Limited ("MSIG Vietnam") is a part of the Mitsui Sumitomo Insurance Co., Ltd. network in Japan and a member of MS&AD Insurance Group.

MS & AD Insurance Group established in April 2010 following the alliance of Mitsui Sumitomo Insurance Group, Aioi Insurance Company and Nissay Dowa General Insurance Company, MS&AD Insurance Group is one of the largest general insurers in the world, with presence in over 41 markets globally, 16 of which are in Asia. Based in Japan, MS&AD Insurance Group is active in five business domains, namely domestic Japanese general insurance, life insurance, non-life insurance, financial services and risk-related services.

MSIG Vietnam with 100% foreign wholly owned company is the first Japanese General Insurer in Vietnam with Head Quarter in Hanoi, Branch in Ho Chi Minh City, and Representative Offices in Hai Phong City, Da Nang City, Hung Yen Province and Vinh Phuc Province.

We help consumers and businesses cope with risks to protect what they care about. We support individuals, communities and society to get back on their feet and minimize disruption to their daily lives during unforeseen circumstances. We offer a wide range of non-life insurance products to both enterprises and individuals, including property, marine cargo, liability, engineering, and other classes of casualty business in the commercial insurance line, and home and contents, motor, personal accident and travel in the personal insurance offerings. From individual customers to commercial businesses, the range of insurance products, solutions and services are flexible in responding to challenges from evolving market conditions.

MSIG Vietnam is seeking to recruit a well-qualified Vietnamese citizen with competitive compensation and benefits for opening position:

Deputy Manager (front) / Motor Dealer Division

Contract Status: Permanent

Report to: General Manager

Location: Hochiminh City

Brief description of the duties and responsibilities:

NEED TO DO	NEED TO KNOW
1. <u>Develop partnership business distribution channel</u> - Formulate & drive the strategy Motor dealer business development; - Identify strategic Motor dealer, infrastructure, tools and technology requirements; - Build up including but not limited to Motor dealer distribution channels, partners including integration, development, etc.; - Negotiate and execute dealership & partnership contracts and ensure compliance of all parties including key baseline materials such as guidelines, templates and checklists for partners & Dealers - Proactively initiate and coordinate with business dealers/partners in identifying, implementing, evaluating, identifying, and meeting business opportunities and their needs. - Keep relationship with Dealers in both staff & management level to expand business & develop Gross Written Profit. 2. <u>Co-ordination with other Divisions/functions:</u> - Lead & work with related parties and different sources to ensure financial and strategic planning is met for all business dealers/partners; - Closely co-ordinate with other Marketing Divisions & lead for the efficient implementation of dealership & partnership contract; - Work with Underwriting Division, Claims Divisions, Marketing Divisions to design new products and/or enhance existing products;	QUALIFICATIONS: - University Graduation or College Graduation (special cases) - English fluency SKILLS/KNOWLEDGE: - Digitalization knowledge - Well-known all motor products and be able to explain to clients/ dealers their coverage. - Be highly aware of requirement to be professional to provide high-quality service to clients - Strong sale orientation: Sales campaigns, Sales management; Customer relationship management, etc.;

• Work with Digital Business Development Division for the digital solution required by each business dealer/partner. 3. Planning & organization: • Drive the achievement of Business Plan as assigned; • Set up & implementation of guidelines for the operation of the assigned function to achieve assigned business plan; • Manage and control day-to-day administrative operation of the assigned function to achieve assigned business plan; 4. Report: • Evaluate dealership & partnership and campaign performances with statistic reports; • Timely complete other reports as required by line manager; • Other project management works as assigned by line manager. 5. Staff training, development and supervision: • To improve skill of selling and enlarge knowledge of non-life insurance; • To arrange staff to fully participate in training courses organized by company; • To instruct, coach and supervise the subordinate(s) in daily works. 6. Others: • To coordinate with other Divisions/Department for all related jobs • Other assigned tasks by Line Management(s).	• Strong communication & negotiation skills; • Good analytical and administrative skills; • Strong teamwork and cooperation spirit. • People management skills EXPERIENCE: • At least 3 sales years of experience in non-life insurance. • Wide Motor dealer's network is a plus • Good networking with automobile showrooms is priority
---	---

Our company's package includes, but is not limited to, the benefits outlined below. Specific benefits will be provided in line with applicable company policies:

- Attractive and competitive remuneration package: attractive monthly salary Guaranteed Bonus, Short-Term Incentive Bonus, various types of allowances and subsidies (telecommunication allowance, pocket subsidy, special language subsidy, risk surveyor subsidy, hotline duty subsidy, clothes support subsidy, lunch support subsidy, transportation subsidy...) and long service award.
- Premium healthcare insurance package including health and accident insurance in addition to basic insurances regulated by the Labor Code to employees and their entitled families' members (depends on level of employees).
- Training opportunities sponsored by the Company (on-job-training, soft skills, professional knowledge and certificate (ANZIIF, CII, ACCA, Actuary...), technical exchange seminar...).
- Minimum of 15 annual leave days; Annual health check-up at high standard level.
- International and professional work environment with high ethic and compliant culture.
- Annual company summer vacation and parties with teambuilding activities and talented performances.
- Company's Top Management always communicates to all employees about Company's strategy, development plan and new opportunities for employees to reach higher performance.
- Employees are engaged and taken care by the company via various Trade Union activities.

Details of job description and selection requirements of this position are posted at www.msig.com.vn

Starting date: As soon as possible

Written application in English, stating why you are suitable for the post, together with full curriculum vitae should be sent by **1st October 2026** to Email: recruit@vn.msig-asia.com

Attn.: Human Resource Department, **MSIG Vietnam, 10th Floor, Corner Stone Building, No. 16, Phan Chu Trinh Street, Cua Nam Ward, Hanoi, Vietnam**

* Note: Only short-listed candidates will be contacted. Applications will not be returned.

Applications will be on first come first serve basis.

MSIG is an equal opportunity employer.