

ACCOUNT MANAGER

The Missouri Association of Insurance Agents is the largest and most effective insurance agent trade association in the state, and we are seeking an outgoing, self-motivated individual to serve as an Account Manager in our insurance department. The successful candidate will have a passion to help our customers, as well as learn our insurance products, and must also be comfortable communicating with other insurance professionals on a daily basis.

Candidates for the position must have property/casualty insurance license or be able to obtain a license upon hire. While the main focus of this position will be insurance agents errors & omissions policies, the team member will also learn about cyber insurance and personal umbrella policies, among others. Insurance experience preferred but not required.

The duties of this position include:

- Provide quality customer service to existing clients, potential clients and members
- Review new and renewal applications and request additional information when needed
- Perform account assessment/management of assigned clients and potential clients
- Demonstrate time management skills that allow thorough completion of all duties within specified deadlines
- Maintain consistent, clear verbal and written communications with clients as required
- Make sales phone calls to solicit new clients
- Cross-sell additional coverages to current clients
- Promote membership in the association

Salary and Benefits:

- Starting salary \$35,000 - \$40,000, with potential for sizable bonuses
- 401(k)
- Cafeteria plan
- Health and dental insurance
- Paid time off

To apply, submit resume and cover letter to svanleer@moagent.org.