



JOB POSTING - PERSONAL LINES RISK ADVISOR/BROKER

We're looking for a Mid-Level Personal Insurance Risk Advisor who is passionate about relationship building, teaching, and growth.

Our team members are Advisors, because that's what we do - we don't broker our clients into a contract they know nothing about; we advise, empower, and protect them through our PEAK process.

Are you looking to regain that personal touch? And to feel empowered about the role you play on a team? Are you wanting to make a name for yourself & grow as a leader? To share a vision and take responsibility for a book of business? If your answers are 100% yes, we want to meet you!

Position:

- *Permanent, Full-time*
- *Monday - Friday, 8:30 am - 5 pm*

Remuneration: *(negotiable on experience, alignment, and performance)*

- *50k - 70k a year*
- *Partnership opportunities*
- *Growth (no corporate glass ceiling here!)*
- *Company events*
- *Yearly education allowance*
- *Yearly donation allowance*
- *Full Health Benefits (Dental, vision, health)*
- *Disability insurance*
- *Life Insurance*
- *Bonuses*
- *Paid leave*

Team Support:

- *Actively mentoring team members is essential to ensure the team is growing in knowledge and expertise; it also significantly supports Paramount's growth perpetuation plan for developing the next generation.*
- *Attend and participate in staff meetings, your constructive feedback is paramount to the continued growth of our organization.*
- *Step in & help while you will have a book of business assigned to you, we run on a true teamwork structure, when someone is busy, away or unavailable, we step in to support our fellow team members.*

Service:

- *Inform customer/prospect of who we are at Paramount, why we are the best option available and how the services we render are different/better than anywhere else.*
- *Review client renewals to conduct a thorough review of coverage on existing risks/accounts annually, have a conversation with the client to update the risk assessment & remarket as necessary to provide the best coverage, maintain a retention rate of 93% or greater.*
- *Protect, Educate, Assess & share your knowledge with new business prospects. Prepare and present professional quotes to prospects detailing the coverages offered and the services you/Paramount provides. Strive for a conversion rate of over 50%*
- *Take claim calls & assist clients by ensuring that their needs are being met. This includes following up with your client every 3-5 days until the claim is closed or the client is 100% satisfied with the service they're receiving from the carrier.*
- *Change requests are to be taken & processed by the broker on file.*
- *keep abreast of Paramount market inventory, support the company objectives, and strive to reach new heights.*
- *Obtain and follow up on information concerning underwriting by completing brokerage applications, underwriting requests/requirements, etc.*

Knowledge & Experience:

- *Licensed Level 2 Insurance Agent required.*
- *3-5 years experience within a team environment as a CSR/insurance broker*
- *Actively working on C.I.P or CAIB designation preferred*
- *Ideally experienced with EPIC, Microsoft Office Suite, or comparable computer systems*
- *Commitment to ongoing learning & development, both professionally & personally.*
- *Management/Leadership experience, and willingness to learn.*
- *Exceptional soft skills*
- *Exacting Alignment with all five of our Core Values (Compassion, Humility, Knowledge, Reliability & Empower)*

This job operates in a professional office environment. Please note that this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job.

Send resume & cover letter to: wrichter@paramountinsurance.ca