



INSURANCE CUSTOMER SERVICE REPRESENTATIVE

\$35,000-\$55,000 PACKAGE = BASE + BONUS + BENEFITS

(EMPLOYEE POSITION) GREAT ENTRY LEVEL OPPORTUNITY FOR SOMEONE CURRENTLY SEEKING AN A PATH TO BECOMING A FULL TIME LICENSED INSURANCE AGENT.

2 WEEKS PAID VACATION ANNUALLY - 8 ADDITIONAL DAYS PAID TIME OFF ANNUALLY

-IRA CONTRIBUTION BENEFIT – 2% of compensation employer match (Employee contributes 2% of pay voluntarily, employer matches up to 2%) – ADDITIONAL CONTRIBUTIONS MAY BE MADE

DECEMBER PEFORMANCE BONUS

StoneBuilt Insurance Agency is a regional insurance agency, seeking an individual willing to learn and grow servicing insurance products.

Duties Include: Answer phones, intake new policy requests, mailings, billing questions, relay policy documents to customers, information gathering, assistance to agency staff. While in this role, an individual can learn the ropes and the agency will pay tuition fees and licensing fees for the applicant to obtain an insurance license and move on to a full time account manager / agent role.

Benefits Available:

- Health Insurance.
- Dental Insurance.
- 401(k) or SIMPLE IRA with company matching.
- Disability.

Certifications:

- Active Driver's license with the ability to commute.
- High School Diploma.
- Financial service industry experience preferred, but we will work with the right candidate to teach the skills needed to be successful in this field.

Schedule:

- Monday-Friday 8:30-5:00 with a 30 minute lunchbreak.

985 Route 146, Ste 1 Clifton Park, NY 12065
Phone: (518) 542-0129 Fax: (800) 891 2151
Email: alex@stonebuiltinsurance.com
Web: www.stonebuiltinsurance.com