About the Company

At Henry Insurance Service we believe in service, dedication, and loyalty. We are committed to providing our clients with coverage options to meet their unique needs and serving each serving with excellence. If working with a company whose culture is founded on service, dedication and loyalty appeals to you, we have an opportunity for you!

We are recruiting for an Insurance Producer to join our team. The duties for this position will include prospecting, marketing, quoting and sale of insurance coverage to prospective and current clients. The Producer position will be responsible for selling property, casualty, life, health, or other types of ancillary benefits insurance. Our team of experienced producers will always share their knowledge to help you grow your book of  business!

**Responsibilities include:**

* Sell various types of insurance policies to businesses and individuals on behalf of insurance agency,
* Interview prospective clients to obtain data about their financial resources and needs, the physical condition of the person or property to be insured, and to discuss any existing coverage.
* Contact policyholders to deliver and explain policy, to analyze insurance programs and suggest additions or changes.
* Seek new clients and develop clientele by networking to find new customers and generate lists of prospective clients.
* Ensure that policy requirements are fulfilled and the appropriate forms are completed.
* Customize insurance programs to suit individual customers, often covering a variety of risks.
* Explain features, advantages and disadvantages of various policies to promote sale of insurance plans.
* Calculate premiums and establish payment method.
* Inspect property, examining its general condition, type of construction, age, and other characteristics, to decide if it is a good insurance risk.
* Maintain relationships and supervise customer service reps associated with producer accounts.
* Perform administrative tasks, such as maintaining records and handling policy renewals.

**Requirements:**

* Previous experience with Sales required
* Previous experience with insurance sales is a plus
* Excellent customer service skills
* Excellent written and verbal communication skills

Our expectations for a seasoned producer are broadly defined as follows:

1. New business growth through active prospecting methods. In search of specific accounts which fit our standard markets.
2. Retention of book based on effective and regular communication and engagement with current clients.
3. Support of account managers by offering proactive help on accounts and also regular meetings to maintain healthy communication.