

## Job Posting Benefit Analyst

The Intercare Insurance Solutions model provides unparalleled customer service aimed at achieving the highest levels of client satisfaction and offers a wide array of additional services beyond those of the traditional insurance broker. Our forward-thinking culture has enabled Intercare to become one of the fastest growing corporate insurance companies in the West, providing insurance brokerage, employee benefits consulting, and risk management services to our clients. Intercare provides its clients with insurance solutions that are targeted, detailed and customized according to corporate, financial and human resources objectives.

If you thrive in a fast-paced environment and enjoy creative and challenging work, Intercare may be the company for you! Intercare Insurance Solutions is looking for success minded, team oriented individuals who want to join a dynamic and growing company. Intercare is results-oriented and focused on providing excellent service and measurable value to our clients. We are currently seeking a Benefit Analyst to join our team.

In this role, the successful candidate will work with a team including an Account Manager to service clients. This role will develop and organize requests for proposals, results and reports. This will include interpreting benefits and claims data for inclusion in requests for proposal, organizing carrier & vendor bids received and following up on non-responses and late submissions, communicating with Account Managers and Producers on status of bid activity, reviewing insurance bids for compliance with specifications, identifying key differences in bids, and maintaining client databases within internal systems. Successful candidate will also add to and maintain client access to external online portals. This role will also assist with client related service issues and open enrollment meetings.

To perform the job successfully, an individual should demonstrate the following competencies:

- Strong critical thinking skills
- Advanced Excel skills and a strong ability to interpret data and written information
- Write clearly and informatively
- Strong initiative and a very strong attention to detail
- Ability to comfortably speak in front of groups to convey benefit information
- Support everyone's efforts to succeed as a team

This role requires a BA/BS degree or equivalent combination of college work and work experience and at least 2-3 years related experience and/or training. Must have excellent Excel skills, strong verbal and written communication skills and team commitment.

For additional information about Intercare Insurance Solutions, please visit our website at [www.intercaresolutions.com](http://www.intercaresolutions.com). In addition to highly competitive compensation packages, Intercare also offers a comprehensive benefits package for our associates and their families, which includes medical, dental, life and disability, retirement, etc. For consideration, please submit your resume and cover letter referencing job #014LK to [careers@intercaresolutions.com](mailto:careers@intercaresolutions.com). Intercare Insurance Solutions is an EEO employer.