

Job Posting
Account Representative

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 an Account Representative to join our team.

In this role, the successful candidate will coordinate the placement of service for employee benefits by working as part of a team. This will include assisting with the development of program design, maintaining client relationships, supporting client retention, maintaining strong carrier relationships, understanding client needs, and assisting in the RFP process including proposal development and presentation. This role will serve as the day to day contact for client questions and issues, educate clients on all Value Added Services, create employee benefit booklets using Publisher software, prepare benefit packets and develop open enrollment presentations using PowerPoint.

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

- Strong verbal communication skills and critical thinking skills
- Outstanding team work
- The ability to write clearly and informatively; edits work for spelling and grammar
- Initiative - volunteer readily and ask for / offer help when needed
- Quality Management and a demonstrated level of attention to detail

This role requires a BA degree and 3 or more years related experience working as an Account Manager or Account Representative in the employee benefits arena (equivalent combination of education and experience is acceptable). Bi-lingual in English and Spanish a big plus.

For additional information about Intercare Insurance Solutions, please visit our website at 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 #012LK to careers@intercaresolutions.com. Intercare Insurance Solutions is an EEO employer.