



Agent

POSITION SUMMARY

Tradition Mutual Insurance is currently seeking applicants for the role of Agent. As an Agent for Tradition Mutual Insurance Company you will report directly to the Business Development Manager. The role of the Agent is to become a trusted advisor to our policyholder/owners along with achieving the sales objectives of the organization by providing sound insurance advice to existing and prospective policyholder/owners. The ideal candidate would have a strong commercial insurance background or a background in sales with an agricultural focus.

JOB DUTIES AND RESPONSIBILITIES

- Develop key relationships and contacts within the community as a means of developing new business opportunities and maintaining existing relationships with clients.
- Develop marketing strategies for self-promotion within the community and new client lead generation.
- Adhere to the Standard Operating Procedures set forth by Tradition Mutual, including the completion of the appropriate application forms and adherence to binding requirements.
- Make recommendations on appropriate insurance coverage based on client needs
- Maintain professional and technical knowledge by attending educational workshops; reviewing professional publications; participating in company meetings.
- Assist policyholders with payment options and work with the accounts receivable department in collections.
- Report claims to the company immediately, engaging the customer in the claims process but leaving judgment of coverage to the claims department.

EDUCATION AND QUALIFICATIONS

- Post-Secondary Education in Agriculture or Insurance an asset
- An Agent or Broker license will be required; CIP, CRM courses are an asset; Educational assistance is negotiable based on other qualifications
- A valid drivers license, and transportation is a requirement of this position as it will be an expectation that you can meet clients at their location when necessary;
- Interpersonal Skills – Should be tactful, compassionate and treats others with respect. Is professional in their approach and demeanor.
- Problem Solving Skills - Builds a logical approach to address problems as opportunities and able to
- Flexible - Adapts to change and different ways of doing things quickly and positively.
- Organization skills – The ability to use time, energy and resources in an effective way to meet job requirements.

Note: The above mentioned tasks are representative but should not be interpreted as all-inclusive of this position; Interested applications please submit your resume by email. The closing date of this posting is **October 12, 2018**. We wish to thank all that are interested, however only candidates selected for an interview will be contacted.

Please submit resumes in confidence to Tanya Diehl, Business Development Manager at tdiehl@traditionmutual.com