

Position Title: Exclusive Insurance Agent

Location: *Jarvis, Ontario*

About the Company

With roots dating back to 1867, Nova Mutual has protected clients when they need it the most specializing in Agriculture, Commercial, Residential and Automobile insurance. With a Team of dedicated professionals, we have established ourselves as one of the leading Mutual Insurers in the Southern Ontario swing.

A people-focused organization has allowed us to create a Vision and Strategy that wraps our service and product offering around people like you in communities like us. We live our people focus in all that we do, our organization prides itself on being creative and flexible while ensuring local communities are receiving the proper Insurance expertise and friendly service at a fair premium.

Position Summary

Nova Mutual is currently seeking a motivated, results driven sales professional to join our experienced sales team. You will have unlimited earning potential and be eligible to participate in our competitive benefit/Pension package and company paid training opportunities.

Key Responsibilities

- This position will focus on both acquiring new customers and servicing a current portfolio of existing loyal Nova Mutual members.
- Provide exceptional customer service to customers through means that best suit your specific clients needs
- Determine the acceptability of risks (front-line underwriting), provide quotes, suggest new coverages, cross sell & up-sell, explain coverage & limits and keep a positive relationship with all clients and prospective clients
- Handle all change requests, cancellations, as well as mail & invoice all documents
- Report new claims and provide counselling on insurance issues
- Promote Nova Mutual through community support activities
- Participate on projects assigned by head office and attend regular company & team meetings
- Utilize the company CRM accurately and timely
- Use Compuquote for Residential & Automobile business

NOVA MUTUAL INSURANCE COMPANY

833-829-NOVA(6682)

WEST OFFICE: 33 PARK RD.
PO BOX 515 SIMCOE, ON N3Y 4L5
FAX: 519-426-7594

EAST OFFICE: 35 TALBOT ST. EAST
PO BOX 621 JARVIS, ON N0A 1J0
FAX: 888-507-3973

WWW.NOVAMUTUAL.COM

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Qualifications

- A strong self-starter, with the ability to work independently and with others in a small office environment
- Minimum 5 years Insurance experience with minimum 3 years Sales Experience
- Have a current & valid Agent License (OTL) or ability to obtain within 30 days
- Have a valid driver's license
- Proven ability to prioritize competing requirements and deadlines under pressure
- Agricultural background would be an asset
- Possess critical thinking skills to identify problems and proactively propose solutions
- Have strong communication skills which allow you to clearly convey messages
- Working knowledge of MS Office – Word, Excel & Outlook, along with an ease in learning a custom insurance program and Customer Relationship Manager program
- Meticulous attention to detail, refined organizational skills and the ability to multi-task
- Solid understanding of what it means to provide exceptional service to new and existing policyholders

Apply Today!

This position offers a competitive commission structure, group benefits, Pension package along with training and development opportunities to help you with your professional development. Those interested in this excellent opportunity can forward, in confidence, a cover letter and resume to saitchison@novamutual.com

Attn: Stacey Aitchison, Direct Sales & Service Manager

Application Deadline: May 10th, 2019

We thank all applicants for their interest; however, only those candidates selected for an interview will be contacted.

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