

Job Description

Position: Producer / CSR for Personal Lines and Commercial Lines

Full Time position

Salaried position

Hours of Operation: 9am - 4:30pm:

Monday through Friday

Requirements:

- * RIBO licensed or willing write/pass exam. Willing to train
- * Friendly, Personable, Energetic, and enthusiastic personality.
- * Excellent telephone and email communication skills
- * Desire to help customers
- * Interaction with Underwriters and Claim Adjusters
- * Power Broker and Applied System CQ rating
- * Policy Works for commercial submissions
- * Hybrid work environment 3 days work from home and 2 days in the office.
- * Group Benefits available
- * 3 weeks vacation/ year

Please submit resume` to Owen McNeil: owen@gwilliamesinsurance.com