

## **Entry Level Sales – Associate Producer**

This role consists of a 24-month training and development program that will prepare the participant to become a sales professional. The focus of the training program will be building a database of expiration lists for a specific product portfolio and selling insurance over the phone.

### Essential Functions:

1. Target small accounts and prospect for a portfolio of products.
2. Build a database of expiration dates.
3. Begin submission process over the phone.
4. Obtain quotes via web and phone quoting.
5. Pursue continuing education and insurance designations/licenses as outlined in the training and development plan. This will require self-study.

### Travel:

- Participants may have occasional travel to clients. They will be encouraged to participate in associations and conferences within their specific product niche.
- Candidate expected to attend two-week insurance boot camp and participate in two-day annual sales conference in Wayne, PA

### Education:

Bachelor's Degree required

### Specific experience:

- Strong oral and written communication skills
- Strong analytical skills
- Strong organizational skills
- Ability to work independently in a fast-paced environment

