



# **Mennonite Mutual Insurance Co. (Alberta) Ltd.**

## **Mennonite Insurance Agency Ltd.**

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### **Commercial Insurance Advisor**

For 60 years we have insured people and churches in the province of Alberta. We are an ambitious, growing company looking for a candidate with insurance experience to join our commercial team in either Edmonton or Calgary.

The successful candidate will have experience in Alberta property, casualty and automobile commercial lines insurance. As part of the underwriting and direct sales team, they will play a key role in handling our growing and existing Commercial Lines business.

Mennonite Mutual Insurance provides insurance coverage for personal, commercial and auto to Evangelical Christians in Alberta. Our teams are guided by the vision statement based on Galatians 6:2: "Bear one another's burdens, and so fulfill the law of Christ".

#### **Responsibilities**

- Assist customers with their daily insurance needs via phone, in person and by email
- Provide quotes and sell policies to new and existing clients
- Follow up on all client accounts to resolve outstanding activities
- Communicate decisions, and respond to requests in a prompt and professional manner with client inquiries
- Maintain accurate records of decisions made and maintain completeness of policy data
- Learn rating procedures, wordings, underwriting policies and regulations
- Remain up to date on product knowledge and build relationships with insurance providers
- Generate leads through community involvement and events
- Knowledge of each Insurance Company's products, endorsements, packages and payment plans
- Foster positive working relationships with internal and external parties, including other branch offices
- Occasional travel will be required

#### **Qualifications**

- Commercial Lines Insurance experience
- AIC General Agent Level 1 License. Preference given to Level 2 Licenses
- CAIB and/or CIP Designations
- Strong sales and communication skills
- Strong customer service skills
- Strong attention to detail, analytical, and problem solving
- Willingness to travel

Resumes should be directed to Estelle Besserer  
Email: [ebesserer@mmiab.ca](mailto:ebesserer@mmiab.ca)

Meeting Needs Together

[www.mmiab.ca](http://www.mmiab.ca)