

**Position:** Level 2 General Insurance Broker

**Status:** Permanent Full Time

Posting: 2024-06

Date of Posting: May 31, 2024

Branch: HG Insurance Agencies Castlegar

**Are you self-motivated with a positive attitude?**

**Are you seeking a supportive environment where you can grow as part of a team?**

**The ideal candidate will bring with them:**

- Previous employment experience in the insurance industry that includes providing front line customer service,
- Aptitude in listening to clients, assess their needs and offer sound insurance advice,
- Skills in performing tasks accurately and in an organized manner while giving attention to detail.

This candidate will process Personal Lines insurance policy new business, renewal, and endorsement transactions, as well as ICBC insurance, licensing and renewal transactions.

HG Insurance Agencies takes pride *in offering the right products, in providing great service, and employing the best people.*

We are currently recruiting for the position of Level 2 General Insurance Broker in our Castlegar office. 36 hours per week Tuesday – Saturday. We close on all long weekends – so you can enjoy them with your friends and family.

Hourly wage starts at \$33.31 (\$62,000+ Annually), as per the current collective agreement schedule.

**Required skills, abilities and Training requirements will include:**

- Secondary School Diploma or equivalent
- Hold a current Level 2 General Insurance Broker License with the Insurance Council of BC
- Level 1 may be considered
- Completion of Autoplan Basics and Enhanced Care for Brokers Programs
- The ability to work in a team environment demonstrating excellent interpersonal skills
- A self-motivated and proactive problem solver who can work efficiently to resolve client issues
- An educational approach to insurance sales and service, as a trusted advisor to the public

**Benefits:**

- Extended Health Benefits Package – including dental benefits, life and disability insurance, and a wellness spending account
- 3 weeks paid vacation (pro-rated in year one), 4 weeks in year two – up to 8 weeks
- Paid days off for: Sick Leave, Family Responsibility, Bereavement Leave
- Eligible for enrollment in Pension Plan after 12 months
- Opportunity for career development and training

Interested applicants can submit a cover letter and resume in person at our Castlegar Branch, online through our website <https://hgins.ca> or by email to the Branch Manager, Helen Amundsen, at [hamundsen@hgins.ca](mailto:hamundsen@hgins.ca).

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