

# Exciting Opportunity at Cornerstone!

We are currently recruiting for an Account Manager in our Commercial Lines Department.

If you are looking for a fulfilling and engaging place to work, then Cornerstone Insurance Brokers is perfect for you. Cornerstone has also recently joined Canada BrokerLink (Ontario) Inc. With our commitment to lifelong learning and growth, our organization offers opportunity. Our generously crafted compensation package is leading edge and includes new sales bonuses, education reimbursement, health, dental and wellness benefits. If you are an experienced insurance professional seeking a sales or service role within a challenging and rewarding work environment, we'd like to meet you.

## Main job duties:

- offer exceptional service to clients by advising on insurance related issues, assessing their needs and recommending convenient solutions by cross selling new policies
- responsible for building and managing client relationships with new and existing clients
- conduct renewal and follow up phone calls to maintain relationships and client service levels
- document preparation including applications, issuing insurance certificates, making changes and providing advocacy to ensure high client retention
- maintain knowledge of current underwriting rules, product knowledge and other insurance related changes, through company training, team learning sessions and in-house CAIB classes

## Experience/Skill Requirements:

- RIBO license in good standing and active
- Prior commercial lines experience and/or commercial education programs
- Computer proficiency with MS Office, and internet
- Strong interpersonal and organizational skills
- Excellent verbal and written communication skills
- Exemplary phone etiquette and customer service skills
- Self motivated and resourceful with sound problem solving skills

\*We thank all candidates for their interest in this position, however only those selected for an interview will be contacted.\*

\*We are committed to providing an accessible and inclusive environment. If you require any accommodations, please consult with our HR Team.\*

**If you are interested in joining our team, please submit your resume to our Human Resources department via email, at [hr@csib.org](mailto:hr@csib.org)**