

# Exciting Opportunity at Cornerstone!

We are currently recruiting for an Insurance Advisor position in our Personal 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 with 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
- Advocate on behalf of clients to ensure client satisfaction and 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
- Build and manage client relationships with new and existing clients
- Maintain relationships and client service levels by conducting renewal and follow up calls
- Issue insurance certificates, make changes and prepare documents

## Experience/skill requirements:

- RIBO license in good standing and active
- prior personal lines experience and/or educational programs
- computer proficiency with MS Office
- 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)**