

Join our dynamic, growing team!

Since 1946, McDougall Insurance has promised “real people, working for you.” We’ve grown to more than 1,000 employees in over 58 branches and proudly provide services to clients in communities both big and small, with our staff themselves being community members.

McDougall Insurance is an equal opportunity employer and all employment is decided on the basis of qualifications, merit and business need. We’re currently looking for a candidate to join our team as a Commercial Lines Account Manager.

Commercial Lines Account Manager

Responsibilities:

- Provide legendary service directly to the client, after the sale by the Sales Executive.
- Communicate with the client in person, by phone, email, text, etc. to answer all of their questions/ inquiries, provide professional advice or recommendations regarding their coverage, and collect relevant information.
- Process additions, deletions or changes to their policy on the appropriate broker management system (Epic).
- Ensure all transactions and renewals are accounted for and processed accurately and on a timely basis.
- Provide quotations or estimates to clients on premiums, update information, and confirm data and coverage and to record appropriate changes or adjustments.
- Communicate with insurance company personnel as required.
- As an independent broker working for your client, act as liaison with the insurer and balance the interests of the client, McDougall Insurance and the insurance company in force.
- Function as part of a team responsible for assisting in the collection of accounts receivable and in any other area as required.
- Where appropriate, procure a sale, normally through upgrading and bundling coverage for personal lines clients.

Qualifications:

- Must have exceptional customer service and communication skills.
- Act in a professional manner at all times and maintains a position of trust and confidentiality.
- Act in an open, respectful, honest and helpful manner with all team members, clients and other staff.
- Ability to work effectively in a fast-paced environment
- Must be willing and eligible to obtain a RIBO license.

Apply Now

We provide you with the tools, knowledge and training you need to be successful in your role.

We may have the perfect opportunity for you!



SCAN TO APPLY