



Role Description – Senior Marketing Broker

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J.T. Insurance is a leading general insurance broker with a team of fun, dynamic and knowledgeable professionals in downtown, Vancouver. We offer competitive wages, a generous new business commission structure, comprehensive benefits, flexible work-life balance and opportunities for learning, development, growth and advancement.

Salary \$90,000-\$110,000



ROLE SUMMARY

The primary responsibility of this position is to negotiate new business and renewal terms with the insurance markets. The Senior Marketing Broker acts as a liaison between the account executives and underwriters, ensuring that the needs of both the clients and underwriters are met through providing highest quality service.



KEY RESPONSIBILITIES

- Pre-qualify and assess risks for new and renewal business with the underwriters.
- Create submissions.
- Track renewal process of an assigned book of business.
- Negotiate rating, terms and conditions with the underwriters.
- Make recommendations to account executives on coverages.
- Act as technical wording expert for the commercial team.
- Bind new, renewal and mid-term changes.
- Process cover notes.

J.T. Advised.



- Provide clear and accurate instructions for proposals, certificate issuance and invoicing.
- Mentor and provide technical support to the commercial team.
- Attend and assist Account Executives during client meetings.
- Attend Industry and Broker functions.
- Build solid relationships with Insurers.



SKILLS PROFILE

- Level 2 General Insurance License.
- CAIB, CIP or CRM designation an asset.
- 5 years' experience in commercial broking.
- A keen attention to detail.
- Exceptional organizational and time management skills.
- Works well in a fast paced, client-focused environment.
- Proficiency in Microsoft Word, Excel and Outlook.
- Experience with EPIC an asset.