

## Position Guide      Personal Lines CSR/Account Manager

Established, premier independent insurance agency is seeking a fulltime Commercial Lines CSR/Account Manager.

Candidate needs to be licensed for Property/Liability coverages and have the ability to work in a fast-paced professional work environment. Candidate should possess the following characteristics:

- a positive attitude and team-commitment
- a strong work ethic
- strong computer skills for the rating and designated management system.
- a desire for a long-term career position.

Other functions of the position include assisting producers by processing paperwork, quoting & rating policies, and assisting insureds with changes, billings, claims, & renewals.

Our compensation plan includes:

Medical insurance options

Salary plus commission option

Excellent benefits including SIMPLE IRA

Paid holidays

Personal paid time off

Please send resumes to [insurance.executive1@gmail.com](mailto:insurance.executive1@gmail.com)

**Callahan & Rice**  
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