

Lawley

INSURANCE | EMPLOYEE BENEFITS

Individual & Senior Health Account Executive

Position Focus:

- Manage account service and strategic initiatives that assist in growing and maintaining Individual and Senior Healthcare Consultants book of business (s).
- Respond to client inquiries via phone or email, maintaining a high level of customer service excellence
- Schedule appointments for clients and consultants; facilitate presentations for employers and clients
- Respond to client inquiries about plan benefits, coverage, changes, and communicate with Consultants
- Identify cross selling opportunities within Lawley and refer clients to internal product lines as applicable
- Facilitate strategic marketing efforts with Business Manager and consultants
- Participate in carrier meetings, as applicable to discuss plan changes
- Consult, assist, and enroll clients into plans on NYSOH
- Reach and maintain client retention goal of 95% or greater
- Support all Lawley initiatives as requested, guided by company values, sales culture, business needs and scorecard

Successful candidates possess:

- Insurance experience in customer service or account management for 3 years or more
- Life Accident & Health License, or ability to obtain in the first 90 days
- Relevant knowledge of health insurance products including Medicare & Individual Health Plans
- Computer skills are a must; including Word, Excel, Outlook & PowerPoint
- Demonstrated relationship building skills and passion to make customers/coworkers feel important and valued
- Ability to work well independently and on a team
- Incredible attention to detail and organizational skills
- Open to continuing education, college degree preferred
- Positive attitude, even in a fast-paced environment
- Capability to work quickly and efficiently. Methodical, yet swift decision-making skills
- Precise verbal and written communication skills, even under time constraints

What's in it for you? *The Lawley Advantage!*

- Fulfilling career securing your clients' well being
- Competitive salary, referral bonuses **AND** annual bonus eligibility
- Great Benefits (Medical, Dental, Vision, Wellness-- the works!)
- Educational and growth opportunities
- Generous PTO and 401K upon hire
- Comfortable, family-oriented culture (Lawley is not a call center environment)
- Office hours 8-4:30
- Work hard, play hard!!!

Lawley provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.