

P&C Account Manager

Job Description

Title:	Account Manager
Classification:	Full-Time,
Target Work Week:	40 hours
Hours of Operation:	8:30AM - 5PM
Reports to:	President
Location:	Las Vegas, NV
Wages:	Salary TBD

HELP US MAKE CAPSTONE A GREAT COMPANY!

We are looking for a talented and successful person to work in our Property & Casualty Department supporting producer books of business, marketing commercial insurance risks, finding specialty programs and facilitating the insurance marketing process. We are looking for someone who is highly motivated, professional and can learn our systems quickly. The role of Account Manager is to find markets for insurance policies, negotiate rates, obtain competitive quotes for our clients, assist producer with all aspects of getting new business on the books and renewing existing business. Candidate will work in a team environment with Producers to secure the most competitive policies and handle all aspects of customer service and support.

Qualifications

At Capstone, your values, abilities, and track record of success are as important as direct experience. That being said, an ideal candidate would have the following:

- Minimum 5 years Agency or Brokerage experience
- Familiarity with TAM agency management system
- Vast knowledge of the underwriting process
- Experience with marketing insurance policies to companies
- Vast knowledge of insurance coverage's
- Computer efficiency
- Good organizational skills
- NV Property & Casualty Insurance License Required

Benefits

Capstone's goal is to maintain a diverse, motivated, and positive work environment full of great people. Take pride in working for a company that lives its *Purpose/Belief* and *Values*. As a full time position, benefits include:

- Medical Insurance
- Dental Insurance
- Company Paid \$25,000 Life Insurance
- Company Paid Short Term Disability Insurance
- 15 Days Paid Time Off
- 20 Days Paid Time Off after 5 years of Employment

Our Company

Capstone is a values driven company separated into four divisions which include Risk Management, Commercial Insurance, Employee Benefits and Personal Insurance.

Capstone Values

Professionalism, Empowerment, Teamwork, Accountability, Leadership

Capstone Belief

To provide exciting and inspiring career opportunities for our team members in a learning environment that empowers them to grow professionally and personally, deliver on our commitment to exceed our clients' expectations and give back to the community.

Accomplishments and Recognitions

- 2009 & 2010 Best Places to Work in Insurance Nationally "Business Insurance Magazine"
- 2009 & 2010 Best Places to Work "InBusiness Las Vegas"
- 2008 Inc Magazines "Inc5000" list ranked at #1146 out of America's 5,000 fastest growing companies with revenues increasing more than 325% over 3 years.
- 2009, 2010 & 2011 Inc Magazines "Inc5000" list of America's 5,000 fastest growing companies.
- Jade Anderson, CEO named "Nevada Small Businessperson of the Year for 2008 by the U.S. Small Business Administration."
- Jade Anderson CEO named as one of the top 40 business people under the age of 40 in Las Vegas by "InBusiness Las Vegas" in 2008 & 2010.

If you are the A-player looking for something special who can answer "yes" to all of the following questions, this is the opportunity for you.

- Are you seeking *meaning* and *purpose* in your career?
- Do you hate office politics as much as we do?
- Are you seeking an atmosphere of open and direct communication?
- Do people smile when they talk to you?
- Are you professional and results driven, yet lighthearted and fun?
- Do you exceed people's expectations of you on a regular basis?
- Is it in your bones to seek continual improvement?
- Do you have passion?
- Do you want to make a difference?

If you answered "yes" to these questions, we want to meet you! Please email your resume to contactus@capstone1.com

www.capstonebrokerage.com