

**12/5/19**

## **Job Opening – Insurance Broker / Producer**

## **Greater RI Area**

Compensation typically ranges from \$50,000 - \$500,000, but there is no limit as to how much a broker can make. The candidate has direct responsibility for new business production, management of customer relationships, and key renewals with insurance agency customers. The primary focus is to drive commercial, professional and specialty lines insurance and to build strong relationships with key insurance agent customers to identify and write new business while helping to maintain a high renewal retention.

**We are a profitable and stable independent wholesale insurance firm with the ability to provide excellent markets and back office support.**

### **JOB DESCRIPTION**

#### **Main Job Responsibilities:**

1. Responsible for the execution of the firm's specialty and commercial lines strategy. This may include triage of submission flow, review of risks to ensure DeCotis is using capacity wisely and maintaining agency & carrier relationships, and attainment of profit and growth goals.
2. Develop relationships with new & existing agents and assist with driving new business flow using a solid understanding of the agents' business plans and DeCotis' value and strategy.
3. Manage a portfolio of renewal business for your own book with brokerage account managers, with a focus on retention and maximizing commission with our most valuable partners, including our own internal commercial lines binding authorities.
4. Achieve goals as outlined in the business plan for assigned agents around total written premium, new business, and renewal retention.
5. Serve in a collaborative and open manner on a team consisting of other Producers, Customer Service personnel, management, IT, etc. Proactively communicate with team members to achieve optimum business results.

#### **Skills, Knowledge & Abilities:**

1. Well developed product line knowledge (Property, GL, Umbrella, Professional, etc.) and negotiation skills. Ability to effectively assess risk and evaluate submissions.
2. Strong analytical and problem solving skills; able to identify, analyze and resolve issues. Attention to detail.

3. Excellent interpersonal and communication skills. Ability to effectively interact with all levels of DeCotis' business partners, both internally and externally, including email, PowerPoint presentations and public speaking.
4. Effective in cultivating strong business relationships, able to identify potential obstacles and find common ground for pursuing business opportunities.
5. Negotiation skills that can effectively influence and persuade others. Able to overcome objections, anticipate concerns, and work to overcome them.
6. High degree of personal organization and time management skills. Ability to multi-task under tight timeline constraints, including ability to prioritize and perform successfully in a fast paced environment

**Key Accountability Areas:**

- New Business Production & Renewal Retention
- Profitability of book of business
- Meeting DeCotis' Service Standards
- Agency Relationships Management & Development

**POSITION REQUIREMENTS**

The Ideal candidate will have:

- At least 2 years insurance sales / production experience with a record of execution and producing results
- Strong oral and written communication skills
- Working knowledge of Microsoft products (Outlook, Word, Excel, PowerPoint)
- Ability to prioritize and self manage workload within specific service level standards
- Bachelors Degree & professional designations (CPCU, ARM, AU) are a plus
- Prior experience in underwriting or business development for a carrier, MGA or wholesaler highly desired. Must have experience with a retail agency distribution model.

**COMPENSATION & BENEFITS**

**Annual Base Salary** offered will be commensurate with work experience and the degree to which the candidate meet the criteria above. In addition to base salary, producers are paid via commission schedules based on their book's revenue

Other benefits include:

- **Wonderful, supportive and interesting co-workers**
- **Culture that is employee focused and family-friendly**
- **Blue Cross & Blue Shield Health Plan**
- **Dental Coverage**
- **Life Insurance**
- **Accidental Death and Disability Insurance**
- **401K Retirement Plan**



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## INTERESTED? CONTACT US...

Please submit your resume & cover letter to Tom DeCotis at [tdecotis@decotis.com](mailto:tdecotis@decotis.com). Additional information about our firm can be found on our website [www.decotis.com](http://www.decotis.com).

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