

**POSITION:** Insurance Agent

**LOCATION:** 1001 Highway 97, Brewster, WA

**HOW TO APPLY:** Email your resume to [info@vipagencygroup.com](mailto:info@vipagencygroup.com).

We're in search of a full-time (37.5 hours/week), bilingual insurance agent to join our Brewster team. Your role will involve offering personalized insurance solutions and making a difference while building a rewarding career. With competitive pay and ongoing professional development, this role offers a chance to contribute to the Brewster community. If you thrive in a customer-focused setting, value teamwork, and have exceptional communication skills, join us in protecting what matters most to our clients.

**PAY:** Starting salary based on relevant work experience.

**BENEFITS:**

- Bonuses
- Paid Time Off
- Paid Holidays
- Weekends Off
- Health Insurance
- Dental & Vision Insurance
- Professional Development
- Property & Casualty Licensing Assistance
- Continuing Education Support

**RESPONSIBILITIES:**

- Write and quote personal line insurance policies.
- Explain the terms and conditions of policies, and outline coverage limits, deductibles, and premiums.
- Guide clients through the application and purchasing process.
- Issue insurance documentation, assist with payments, and update policies.
- Obtain and maintain accurate client information and documentation.
- Assist clients when submitting an insurance claim.
- Develop strong relationships with clients to maintain client retention.

**REQUIRED QUALIFICATIONS:**

- Property & Casualty License preferred; licensing assistance provided.
- 5+ years of customer service experience required.
- 2+ years of working experience in the insurance industry or relevant experience.
- Strong computer and technical skills.
- A self-starter who can prioritize and multitask.
- Adept at problem-solving and critical thinking.
- Must be able to work on-site (not a remote position).
- Bilingual - must be fluent in speaking and writing both English & Spanish.