



BOYD

INSURANCE &
INVESTMENTS

Job Title: Personal Account Manager

Overview:

This is a full-time Personal Lines Account Manager role with flexibility for some remote work (hybrid). The position entails managing a book of business including renewals, endorsements, certificates of insurance, and market placement on behalf of our clients. The role also includes collaborating in the development of a marketing plan to include the creation of insurance specifications, timelines, and market selections. Maintains client relationships while providing exceptional client service in a timely manner.

Qualifications:

- Minimum of 3 to 5+ years of Personal Lines Account Management experience.
- 4-40 Property & Casualty License Required.
- Experience in managing a book of business, including renewals, endorsements, certificates of insurance, and market placement for clients.
- Deep understanding of personal insurance products, underwriting, and regulations.
- Demonstrable proficiency in MS Office Suite and Agency Management Systems.
- Excellent communication and interpersonal skills, including the ability to work with clients and team members cohesively.
- Excellent time management skills.
- Strong organizational and problem-solving skills and attention to detail.
- Bachelor's Degree in Business Administration, Insurance, or a related field is desirable, but not required.

Boyd Benefits and Opportunities:

- Competitive Compensation Package Based on Experience.
- Excellent Growth and Advancement Opportunities.
- Discretionary Time Off (DTO) and Flexible Time for Medical Appointments.
- Generous Benefits Package Including Health, Dental, Vision, 401(k), and more.
- 1/2 Day Off to Celebrate Your Birthday.
- Reimbursement for Related Education Expenses.