

## Licensed Sales Agent

Caradoc Townsend Mutual Insurance Company (CTM) is seeking energetic individuals with integrity, drive, and aptitude to join our team as a Sales Agent.

As a Licensed Sales Agent, you will be a **Trusted Advisor** to all CTM customers. Your focus will be on maintaining and growing the customer base at CTM by providing expert advice and exceptional service. You will demonstrate sound judgement through frontline underwriting to determine risk eligibility. A strong communicator, you will be able to explain coverages and offer solutions to an existing client portfolio while looking for the right opportunities to grow your client book.

This is a work-from-home opportunity for candidates that are able to support our client network within 50km of our office in Kilworth, Ontario.

We are a mutual...we are owned by our customers. Their needs will be your highest priority.

What you will do:

- Act as primary contact person for an assigned client group
- Handle renewals, endorsements, and other items on behalf of clients and effectively liaise with other departments at CTM
- Act as an expert resource in insurance matters for CTM clients
- Advise clients on coverages and claims questions
- Grow the client book with new accounts
- Be active within the community to support CTM's mission and build your network
- Visit client locations when needed to discuss policy concerns, or gather underwriting details

What you will need:

- A current and valid General License (OTL), or the ability to obtain one within 30 days
- Demonstrated sales skills
- CIP completed or in progress
- Exceptional relationship building and people skills
- Solid listening, written, and oral communication skills
- A demonstrated desire to help your neighbours and improve your community
- Strong team player who can work well with minimal supervision
- Strong attention to detail
- Knowledge of property and casualty insurance
- Experience in Power Broker an asset
- A commitment to showing relentless respect, kindness, and empathy in all you do

If this sounds like you, please send your resume outlining your experience to us for consideration.

Licensed Sales Agent Employment Opportunity  
Caradoc Townsend Mutual Insurance Company  
PO Box 1030 780 Old Hwy 24,  
Waterford, Ontario N0E 1Y0  
Or by email: [HR@ctmins.ca](mailto:HR@ctmins.ca)