

Title: Business Development Specialist  
Location: La Jolla/UTC area or remote option

**Summary:**

Life Insurance Brokerage Agency is seeking an experienced, highly motivated and self-starter to provide internal and external sales support in the life insurance arena. Candidate must possess current knowledge of life insurance concepts, products and the ability to build and maintain positive relationships with outside clients. Candidate must possess the ability to handle a high volume workload with a strong sense of urgency. Company culture is high volume, quick turn around and customer centric.

**Duties and Responsibilities:**

- Run life insurance quotes and illustrations – term and permanent
- Build relationships with and provide sales support to external customers
- Provide carrier and product knowledge
- Input and maintain CRM database
- Keep current on changing products, carrier niches and industry rules and regulations
- Disseminate information to producers regarding products, offers and incentive programs
- Anticipate potential problems/concerns and provide solutions to prevent or resolve
- Effectively communicate the value of The Producers Group to producers
- Other projects and duties as required

**Desired Skills/Experience:**

- Minimum of 3 years life insurance experience in sales, marketing, case design or business development in either an agency or at the carrier level
- Strong demonstrated knowledge of life insurance industry, products, product features and illustrations required
- Ability to run and understand illustrations and execute/explain case design
- Ability to effectively communicate with agents, carriers and internal customers (verbally and in writing)
- Knowledge of carrier illustration software a plus
- Experience utilizing CRM System
- Proven ability to effectively work with external and internal customers in providing excellent customer service
- Demonstrated experience in handling confidential and sensitive information
- Ability to complete tasks timely, efficiently and with a high degree of accuracy and urgency
- Excellent technical skills to handle a paperless environment and navigate carrier websites for information
- Intermediate proficiency in Windows, Word and Excel.
- Professional and engaging demeanor with a “Will Do” customer centric attitude
- Detail oriented and highly organized
- Ability to efficiently prioritize workload
- Strong analytical and problem-solving skills
- Ability to work independently or in a team environment

For immediate consideration, please submit resume and salary requirements to [careers@thepg.com](mailto:careers@thepg.com).