



## Position Overview – Employee Benefits Producer

As a producer you will be responsible for growing your own book of business which will include generating, prospecting, soliciting, and closing new accounts as well as helping to retain your existing clients. You will be in daily contact with potential customers of various sizes, building relationships, problem solving and assessing their needs.

## Position Specific Requirements

### Responsibilities

- Identify and generate new sales opportunities through analysis and discovery
- Prospect via phone, internet, fieldwork, referrals, industry networking, and trade shows
- Participate in face-to-face meetings, present proposals and solutions to close business
- Work with the manager to ensure alignment with branch strategy in forecasting, business plans and pipeline development
- Review sales activities and prospective customers with Management

### Desired Skills and Experience

- Bachelor's Degree preferred
- Willingness to travel, as needed
- Driven, enthusiastic and highly motivated
- Strong communication and presentation skills
- Ability to work in a team environment, while also delivering independent results
- Strong ability to persuade, motivate and influence others
- Ability to prioritize, multi-task and manage time effectively
- Excellent systems knowledge: MS Office and internet
- Other duties as assigned

## About PrimeGroup Insurance

PrimeGroup Insurance is looking to hire and train new producers! If you are interested in a long-term career with unlimited earning potential this is the perfect job for you. No experience is needed. Our agency promotes an energetic culture that rewards employees for their accomplishments and ongoing professional development. This entry-level sales role starts with an in-depth training program to help you gain technical and sales knowledge needed to successful. During training, you will also get exposure to existing clients and the opportunity to work with several different experienced agents.

**Palm Beach Gardens**  
4880 Donald Ross Rd, Ste 110  
Palm Beach Gardens, FL 33418  
P: 561.578.6667 F: 561.578.6671

**Tampa (Headquarters)**  
5215 W. Laurel St, Suite 100  
Tampa, FL 33607  
P: 813.288.8270 F: 813.885.4311

**Central Florida**  
712 Ballard Street  
Altamonte Springs FL 32701  
P: 407.905.5080 F: 407.905.5083

[www.primegroupins.com](http://www.primegroupins.com)