

Internship Description

You will gain hands-on experience in a sales environment, develop networking skills, as well as telephone skills. As an intern you will help with marketing, promotions, event planning, and clerical work. We will also teach you about the basics of insurance, although by law you will not be able to discuss insurance facts or prices with customers or prospects without a license. There is an opportunity that the agency will pay for your licensing should you show promise as a sales producer.

Interns must have good verbal, organizational, and interpersonal skills. An assortment of inbound and outbound phone calls will be handled; therefore you must have excellent telephone skills. You must be enthusiastic, self-motivated and eager to learn. Basic computer knowledge of Word, Excel, and Outlook; other software programs will be taught in-house. Hours will be flexible, mostly afternoons and early evenings.

Interns will be paid \$8 per hour.

If interested please email Skip Lietz at the address below, with a cover letter and résumé. You will be contacted to setup an interview.

Contact Information:

Skip Lietz

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