



**OVERVIEW:**

Arrowhead Automotive Aftermarket is looking for high performing customer service professionals to join our team. As a Marketing Specialist, you will be responsible for marketing new and renewal business to various approved carriers to provide multiple options for presentation by our Account Managers and Producers.

Arrowhead Aftermarket, operating as a division of the Brown & Brown Insurance Company, is a narrowly focused market leader in providing insurance products and services to automotive aftermarket business owners and their employees. Our specialized approach offers exclusive access to business insurance programs

If you want to be part of a solid organization that is energetic and growing, contact us today.

**WHY ARROWHEAD AUTOMOTIVE AFTERMARKET:**

We offer a benefits and compensation package that meets today's most important needs and includes:

- A challenging and stimulating career that provides growth and development.
- Group medical, dental, vision, HSA, life, and disability benefits.
- Paid time off and a 401(k) retirement plan as well as an Employee Stock Purchase Plan that allows our employees to purchase Brown & Brown stock at a discounted rate.

**JOB DUTIES:**

- Receives complete submissions and markets to all available carriers as directed.
- Reviews quotes to determine that coverage requested has been provided.
- Elevates quotes for final review and comparison against marketing plans.
- Obtains and processes renewals within the agency management system.
- Provides feedback to Commercial Lines Marketing Manager regarding carrier appetite and market trends.
- Verifies that quotes and details within the agency management system are consistent prior to distribution.
- Other duties as assigned.

**REQUIREMENTS:**

- Associates's degree and one to three years related experience in the insurance industry and/or an equivalent combination of education and experience.
- Understanding of general insurance processing functions.
- Knowledge of sales and marketing principles.
- High level of organizational ability and attention to detail.
- Able to manage multiple priorities and complete tasks and assignments in the required timeframes.
- Excellent written and oral communication skills.
- Possess a high level of motivation to achieve necessary involvement within a team.
- Insurance agency experience preferred.
- Knowledge of a multi-line Property and Casualty coverage and products preferred.
- Broad understanding of insurance policy, forms, and applications preferred.
- Property and Casualty Insurance License (is required within 90 days of hire).

We are an Equal Opportunity Employer. We take pride in the diversity of our team and seek diversity in our applicants.