



We are seeking to recruit a motivated SME Executive to join our Tralee branch. As a SME Executive, you will be looking after 0 – 2K new business queries for the company. You will be operating in a fast-paced environment dealing with clients from our entire network of branches. All CV's can be sent to hr@mig.ie

Responsibilities

- Complete commercial market probes for new business policies within the renewal hub.
- The achieving of other upsell/cross sell targets.
- Ensure agreed processes are followed in all matters.
- Manage aged debt and premium collection.
- Issue terms to clients in line with Central Bank regulations and CICA.
- Outlining policy covers, endorsements and exclusions to the client.
- Building relationships with clients and insurers.
- Comply with Central Bank requirements as well as internal policies and procedures.

The Ideal Candidate

- 2 years Commercial Insurance experience.
- Minimum APA qualification.
- Is a fast learner and highly organised with great attention to detail.
- Has the ability to work to deadlines.
- Be competent using databases, Microsoft Office, Word & Excel
- Be a good team player who is highly motivated and enthusiastic.
- Has good negotiation and communication skills.

Benefits

- PRSA Contributions
- Permanent Health Insurance
- Life Assurance
- Maternity Benefit
- Paternity Benefit
- Parent's Benefit
- Institute Membership Fees
- Exam & Study Leave
- Personal Insurance Discounts
- Exam Financial Support
- Taxsaver Travel Pass Scheme
- Learning & Wellness Hub

Charles McCarthy Insurances is an equal opportunities employer.

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