

## Careers at McCart

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The McCart Group is seeking a full-time **Commercial Account Manager – Property & Casualty**.

### **Company Profile**

The McCart Group, located in Duluth, Georgia, is a full-service Risk Management & Insurance Consulting firm founded in 1971. As one of the largest independent brokers in Georgia, we are seeking an experienced Commercial Property & Casualty Account Manager to add to our growing team.

### **Responsibilities Include:**

- Assisting producers in servicing / developing new & renewal business. Able to deal independently of Producer when needed on assigned accounts; handle all aspects of certain accounts; assist Clients directly with policy / coverage / service issues.
- Creating professional quality Risk Management Summaries (Proposals) for Clients. Attend calls with Producers to assist in presentations; provide loss analysis / stratification information for Clients; participate in Risk Control and Claims meetings as needed.
- Coordination with Producers – must be able to work effectively with various personality types, anticipate Producer needs, and work with all team members to accomplish production, retention, and customer service goals.
- Review and sign off on policies, endorsement and audits for accuracy.
- Complete, finalize and sign off on applications, provide loss runs, issue Certificates of Insurance which require contractual or coverage review.
- Successful completion of miscellaneous projects as assigned.

### **Essential Position Attributes:**

- A minimum of five years experience in P&C commercial account management is required. Servicing and coverage placement experience with International Clients is a plus.
- Strong communication (oral & written) and organization skills. Multilingual ability is a plus.
- Effective presentation and negotiation skills
- Multi-tasking ability, flexibility in working with different personalities; ability to operate in a team-oriented environment
- Self-motivated, high level of professionalism, able to anticipate client needs
- Valid Georgia P&C license
- AMS experience strongly preferred
- Word, Excel, PowerPoint and MS Outlook proficiency is required
- Professional Designation(s) and Continuing Education a plus

### **To Apply for This Position:**

Qualified candidates should submit resume and cover letter to Michelle Byard at [michelle.byard@mccart.com](mailto:michelle.byard@mccart.com).

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