



### Commercial Account Handler:

Due to continued expansion, MBC Insurance are seeking applicants for the above Account Handler position.

The role will involve mainly administration work and will involve interaction with all types of non-life insurance covers. The successful candidate will work as part of a Commercial renewal team, dealing with renewals in a timely manner and handling daily queries as they arise.

The successful applicant will be well organised with strong interpersonal skills & an ability to meet deadlines and due to the nature of the work, Personal Lines experience and Commercial insurance experience (CIP) is desired.

#### **Desired Skills and Experience**

- Self-motivated Individual
- Strong Attention to Detail
- Good telephone acumen
- Excellent communication skills.
- The ability to work as part of a team and use your own initiative to meet deadlines.
- Strong organisational skills.
- CIP Qualified or working towards this qualification.

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

#### **About this company**

Established in 1982 and based in Cork City, MBC Insurance is a leading mid-sized Insurance Brokers in the Cork City & Munster Region.

MBC Insurance is a member of the Brokers Federation of Ireland (BFI). The combined purchasing power of more than 35 mid-sized brokers means we can offer highly competitive Insurance packages to our clients.

We are also a member of Brokers Ireland (BI) and are regulated by the Central Bank of Ireland.

We are committed to the ongoing development of staff. Through the minimum competency requirements as set out by the Central Bank of Ireland, all staff are now required to adhere to a minimum level of professional standard through examinations and Continuous Professional Development (CPD).

MBC Insurance is an equal opportunity employer and due to recent GDPR regulations, complies with strict Privacy and Retention Policies.

**Salary:** Negotiable.

#### **Applications:**

**Please respond with your Curriculum Vitae, in the strictest confidence, to:**

Shane Sullivan

MBC Insurance

36 South Mall

Cork City

E-mail : [Shane.Sullivan@mbcinsurance.com](mailto:Shane.Sullivan@mbcinsurance.com)