

United States Jobs Expertini®

Part-Time Retail Sales Representative-1

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Company: Arkansas Blue Cross and Blue Shield

Location: United States

Category: other-general

To learn more about Arkansas Blue Cross and Blue Shield Hiring Policies, please click . Applicants must be eligible to begin work on the date of hire. Applicants must be currently authorized to work in the United States on a full-time basis. ARKANSAS BLUE CROSS BLUE SHIELD will NOT sponsor applicants for work visas in this position. Arkansas Blue Cross is only seeking applicants for remote positions from the following states:

Arkansas, Florida, Georgia, Illinois, Kansas, Louisiana, Minnesota, Mississippi, Oklahoma, South Carolina, Tennessee, Texas, Virginia and Wisconsin.

Workforce Scheduling

In-Person

Job Summary

The Retail Sales Representative sells and services the individual products of Arkansas Blue Cross and Blue Shield and its family of companies consistent with the goals of Corporate Marketing while meeting annual performance standards for new individual sales and retention of existing customers.

Requirements

EDUCATION

High School diploma or equivalent required.

LICENSING/CERTIFICATION

Must have current Arkansas State License Life and Health license or pass exam within three (3) months of hire date.

State Insurance (Arkansas Life and Disability Insurance) License required.

EXPERIENCE

Sales and/or marketing experience required.

Insurance and Medicare sales experience preferred.

Experience in health insurance, life insurance, or managed care preferred.

ESSENTIAL SKILLS & ABILITIES

Proficiency in Microsoft Office applications including PowerPoint, Word and Excel.

Ability to work 8-16 hours a week from January-September and up to 40 hours per week during training weeks, Annual Enrollment Period and Open Enrollment (October-December) period, and during outages of full-time employees.

Skills

Communication, Customer Service, Health Insurance, Microsoft Excel, Microsoft PowerPoint, Microsoft Word, Needs Analysis, Problem Solving, Professional Etiquette, Sales, Sales Negotiations, Selling Services

Responsibilities

Analysis/Problem Solving: Solves problems and makes decisions related to marketing, servicing, and retaining business. This process includes matching customers' needs with the right product, enrolling members, servicing accounts, and retaining accounts after the sale.

Also performs a financial review and needs analysis for individuals. , Industry/Company

Knowledge: Understands company products and services completely, including health insurance, dental insurance, term life/LTD insurance, worksite products, ancillary products, care management tools and services, technology, and other value-added services. Also maintains a thorough knowledge of the broader industry, major trends and innovations, and competitors operating within various market segments., **Other duties:** As assigned.,

Relationship Building: Interacts with a wide array of people both internal and external to the enterprise. Cultivates mature relationships with groups, prospects, agents, and consultants throughout the assigned territory. Developing strong relationships with

agents/brokers/consultants and successfully soliciting new business from them in core and ancillary products, while serving as an industry expert and resource for them and their

customers., **Sales and Marketing:** Sells products in all lines of business including consumer-oriented products such as defined contribution and medical savings accounts, individual products, managed and non-managed care products, network access products, life/disability insurance, work site products, and flexible spending accounts. Generate and mine sales leads

for new and existing customers.

Certifications

Arkansas Insurance License Life & Health - Arkansas Insurance Department

Security Requirements

This position is identified as level three (3). This position must ensure the security and confidentiality of records and information to prevent substantial harm, embarrassment, inconvenience, or unfairness to any individual on whom information is maintained. The integrity of information must be maintained as outlined in the company Administrative Manual.

Segregation of Duties

Segregation of duties will be used to ensure that errors or irregularities are prevented or detected on a timely basis by employees in the normal course of business. This position must adhere to the segregation of duties guidelines in the Administrative Manual.

Employment Type

Regular

ADA Requirements

1.1 General Office Worker, Sedentary, Campus Travel - Someone who normally works in an office setting or remotely and routinely travels for work within walking distance of location of primary work assignment.

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