

Job Opportunity: Licensed Insurance Sales Agent

Summary | Kristin Manwaring Insurance (KM i) is seeking a Licensed Insurance Sales Agent to join our fast-paced and growing agency. KM i has been serving Washington State for over four decades, particularly throughout the Olympic Peninsula. We offer individuals and businesses a variety of Health, Life and Disability insurance options with the personal touch of small-town client-focused service.

This is a great opportunity for an individual who is passionate about insurance sales and enjoys building relationships with clients through networking and community engagement. The Licensed Insurance Sales Agent will be responsible for conducting outside sales activities to generate leads and expand our client base for employer sponsored benefits including health, dental, vision, life & disability. The ideal candidate is self-motivated, client centric, and a team player.

Location | Port Townsend office

Status | Non-exempt, Full Time/40 hours per week M-F

Compensation | \$25.00 - \$30.00/hour DOE

Essential Competencies |

- Must be able to travel to client locations, industry and community events
- Thorough knowledge of industry products, maintaining current market knowledge
- Able to articulate and explain complex ideas simply
- Exceptional communication skills both verbally and in writing, comfortable with public speaking
- Professional appearance and friendly, approachable demeanor
- Excellent people skills; demonstrate courteous attitude in all interpersonal interactions
- Self-motivated, flexible, able to function effectively in fast-paced, data and deadline-driven environment
- Effective organizational skills in time-management and with electronic records
- Ability to build a strong rapport with vendors, colleagues and clients
- Exercise critical thinking, problem solving, sound judgement, resourcefulness and proactivity
- Perform duties with precision and accuracy
- Always exhibit tactful and direct communication
- Work independently and as a member of the team
- Always maintain strict confidentiality, both in and out of the workplace
- Advanced technical aptitude with computers, software applications and MS Office suite (in particular Excel, Word, Outlook, PowerPoint), Zoom, Teams, Constant Contact and VOIP systems
- Able to work outside normal business hours during 4th quarter and on occasion to meet business needs and deadlines

Qualifications | A qualified candidate has a high school diploma or equivalent, 2 years of insurance sales experience or 3 years in a similar position with sales and customer service duties. Must have a proven track record of selling to client needs and maintaining an excellent client relationship. A Life and Disability Producer license in the State of WA is required or must be obtained upon hire. KM i provides paid time for training and reimburses for coursework and licensing expenses upon successful completion.

Benefits | KM i offers Medical, Dental, Vision, EAP, HSA employer contribution, PTO, Holiday pay, Bonuses, discretionary Profit Sharing and 401k.

A full job description is available on our website [Kristin Manwaring Insurance | Expertise, Experience, Exceptional Service](#)

**KM i is an equal opportunity employer.*