

# INSURANCE

## Personal Lines Account Manager

We are a well-established company looking for the right individual to join our high-performing team.

GHM Insurance is looking for an account manager to join the team in our Waterville office.

Responsibilities include providing support to Account Executives through serving existing customers, new customers and prospective customers in an efficient and professional manner.

The Account Manager must possess excellent customer service skills, the commitment to respond timely to client inquiries, and keen attention to detail. 2 years insurance experience is preferred.

Competitive wages, positive work environment and generous employee benefits provided.

If you are friendly, courteous, and an enthusiastic team player with a positive attitude and if you possess accurate data entry, excellent customer service and organizational skills, you are the one we are looking for. Please submit your résumé:

Donna Boutin

[donna@ghmagency.com](mailto:donna@ghmagency.com) or

GHM Agency

P.O. Box 649

Waterville ME 04903-0649

*An Equal Opportunity Employer*