

# Customer Service Representative

Noah Insurance Group - Stillwater, MN 55082

## Full Job Description

We are seeking a highly-driven, ethical, and organized account representative to join our team.

### Responsibilities

- Build relationships with insurance agency clients and insurance company underwriters
- Support the service needs of clients, process policy changes, answer insurance coverage questions, billing questions and report claims/losses.
- Efficiently navigate insurance company web sites and agency management system

### What we are looking for

- Desire to work with a team
- Perform duties as assigned
- Ability to successfully multi task
- Have general knowledge of insurance, billing, underwriting, claims
- Customer service experience highly preferred'

Job Type: Full-time