



Title: Commercial Account Executive
Employment Status: Full-Time, Permanent
Location: Vaughan Office - 7501 Keele Street, Suite 400, Vaughan ON, L4K 1Y2

The Company

Established in 1966, Masters Insurance is one of Ontario's largest, independently owned brokerages that specializes in insurance and surety bonding solutions for the construction and development industries. As a rapidly growing company with an enduring passion for supporting our businesses, and our communities, we also offer personal and commercial insurance, group benefits and financial planning services.

Position Summary

Working in collaboration with an industry-leading team, the Commercial Account Executive will leverage existing knowledge and experience to service and market a growing book of business. The successful candidate is a self-starter, remains flexible to changing job priorities, and strives to create exceptional service experiences.

Benefits

- Career advancement
- Competitive salary and benefits, that includes group health and retirement benefits
- Educational reimbursement for recognized licenses and designations
- Hybrid work schedule
- Company social events
- Wellness programs

Masters assist employees by paying for work related courses, as well as annual licensing and designation fees, including RIBO, CAIB, CRM and CIP designations!

Key Accountabilities

- Work in close collaboration with Masters' Principals, Account Executives and Associates
- Manage a book of business with a mix of small, medium and/or large size commercial insurance accounts
- Negotiate coverages, rates and premiums with insurers
- Create, update and market new business and renewal submissions
- Conduct annual client renewal meetings and claims history assessments
- Review inspection reports and follow up for outstanding recommendations
- Identify specific risk exposures, and recommend innovative coverage and risk management solutions to address client needs
- Monitor and manage the collection of receivables
- Work closely with in-house and insurer claims departments to support clients through claims negotiations and settlements
- Perform other related duties and projects, as required

Candidate Qualifications

- Required:
 - RIBO Licence
 - Minimum of three (3) years work experience in a commercial lines department at an Insurance Brokerage and/or Insurance company in a similar role and/or with similar duties and responsibilities
 - Proficient in Microsoft Office programs, including Outlook, Word and Excel
 - In the process of completing CAIB and/or CIP and/or CRM designations
- An Asset:
 - Completed CAIB and/or CIP and/or CRM designations
 - Familiarity with The Agency Manager (TAM)
 - Working knowledge and/or understanding of construction insurance
 - Knowledge of construction, retail or manufacturing industries

Skill Sets Required

- Effective verbal and written communication skills
- Excellent organizational and time management abilities
- Self-motivated with ability to problem-solve with limited supervision
- Ability to work in a fast-paced environment while managing changing priorities
- Flexible to working independently or in a team environment
- Willingness to mentor and train colleagues when required

We at Masters Insurance Limited are an equal opportunity employer committed to an inclusive workplace. We will accommodate the needs of applicants in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act throughout all stages of the recruitment and selection process. If you require accommodation, please contact us at (905) 738-4164 x2502 or email us at vdetoma@mastersinsurance.com.