



JOB OPENING ANNOUNCEMENT – WCIF ACCOUNT EXECUTIVE

The Washington Counties Insurance Fund (WCIF) is accepting applications for the position of **Account Executive**. The Account Executive is responsible for servicing accounts within WCIF's book of business. The duties include all facets of administration and customer service for group health insurance accounts.

The successful applicant should have an excellent understanding of the health benefits industry with at least three years' experience in servicing and administering client accounts. The position requires exceptional verbal and written communication skills to facilitate successful interaction with clients and partners in a professional manner. The position also requires the ability to make presentations to both large and small groups in a style that is appropriate to the complexity of the topic as well as the knowledge and understanding of the audience. The Account Executive must have and maintain a Washington State Insurance Producer License. In addition, the position requires a working knowledge of Microsoft Office software including Word, Excel, PowerPoint, and Publisher. A working knowledge of Zywave Brokerage Builder or other client management software is preferred. As a significant amount of travel is necessary for this position, a valid Washington State driver's license is required.

The Account Executive will be based in the WCIF office in Tumwater, WA but significant travel is required. The starting salary for the position is \$55,765 to \$59,161 DOQ, in addition to an excellent benefit package. For additional information including the full job description, please visit the WCIF website at www.wcif.net.

Interested applicants should submit a letter of interest and resume as directed on the WCIF website. WCIF is an Equal Opportunity Employer.