

Form Name:
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Katie School Student Opportunity

Company Name American Agricultural Insurance Company

Contact Person Arielle Burton

Title of Contact Administrative Assistant

Email aburton@aaic.com

Phone (847) 969-2773

Address 1501 E. Woodfield Rd.
Suite 300W
Schaumburg, IL 60173

Company Website <https://www.aaic.com/>

Indicate what opportunity is available Internship

Title of Available Position Reinsurance Account Intern

Opportunity Location Schaumburg , Illinois

Opportunity Start Date: Summer 2020

Description of Opportunity

DEPARTMENT: Business Development

POSITION OBJECTIVE: To learn AAIC and reinsurance processes while adding value to the business development department through skills and knowledge acquired in schooling. This will include working on accounts side-by-side with others in the department to produce output and material to be used in client meetings.

REPORTS TO: Reinsurance Account Manager

DUTIES AND RESPONSIBILITIES:

- Complete intern assignment to convert lessons learned into a practical company project, which may include a data project, marketing plan, or workflow process improvements
- Learn client reinsurance programs and structures
- Attend training sessions with other departments to learn more about reinsurance functions
- Prepare ad hoc reports and analytics to include in client presentations
- Produce reinsurer visit documents/presentations
- Assist account manager in monitoring open work, timelines and deliverables to clients
- Attend client meetings and outings as needed
- Assist with and participate in conferences managed by Business Development
- Perform additional duties as assigned

RELATIONSHIPS: Work directly with Business Development employees servicing assigned direct Farm Bureau clients. Occasionally engage with assigned FB clients. Coordinate with other AAIC staff and Business Development partners.

EDUCATION OR TRAINING REQUIRED:

- Pursuing Bachelor's Degree with Insurance major or minor

EXPERIENCE AND SKILLS REQUIRED:

- Proficiency in Microsoft Outlook, Excel, Power Point, and Word
- Effective written and oral communication skills
- Proficient data science skills
- Ability to handle multiple projects simultaneously in a well-organized manner
- Pursuing insurance designation coursework

ESSENTIAL FUNCTIONS AND PHYSICAL DEMANDS:

- This position requires travel 10% - 20% of the time.
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Preferred Skills

PREFERRED EDUCATION/EXPERIENCE/TRAINING/SKILLS:

- Proficiency in Microsoft Power BI
 - Proficiency in Adobe Acrobat
 - Attained CPCU, ARe, or equivalent insurance designations
 - Experience with customer relationship management systems
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**Please Specify How You Would Like
Students to Apply**

<https://grnh.se/096acdf92>
