

Katie School Student Opportunity

Company Name	Steve Petersen Insurance Agency, Inc.
Contact Person	Steve Petersen
Title of Contact	Owner; Insurance Agent, and Financial Representative for COUNTRY Financial
Email	steve.petersen@countryfinancial.com
Phone	(309) 663-8844
Address	2415 E Washington St Bloomington, IL 61704
Company Website	https://representatives.countryfinancial.com/steve.m.petersen/
Indicate what opportunity is available	Internship
Title of Available Position	Office Assistant
Opportunity Location	Bloomington, IL
Opportunity Start Date:	5/1/19
Description of Opportunity	<p>This is an opportunity to learn and assist in the day-to-day operation of a Multi-Line Insurance Agency. This position offers valuable experience in customer relations, marketing and sales, and general product lines. A great stepping-stone to a career in the insurance industry.</p>
Preferred Skills	<p>Organized and attentive with a desire to learn</p> <p>Strong people, oral, and written communication skills</p> <p>Experienced in the Microsoft Suite</p>

**Please Specify
How You Would
Like Students to
Apply**

Ability to professionally manage social media accounts

Please email your resume, availability (for end of semester and summer), and a brief description as to why you may be a good fit for the position.