

# Business Development Associate

## JOB DESCRIPTION

### Summary/Objective

Alera New England, part of the 7<sup>th</sup> largest National Employee Benefits firm is hiring for our Associates position: In this role, you'll identify and cultivate new prospects from relationships, events throughout the year, strategic partners, as well as direct calls and social media prospecting efforts.

### Responsibilities & Focus:

The ideal candidate must have a strong desire to succeed. Our Associates come from a variety of backgrounds and industries.

- Prior experience working with customers and providing an exceptional experience
- Sales experience including inside sales, outside sales, or retail sales is a plus
- Steady work history and the commitment to starting a new career
- Outgoing personality with expertise at developing relationships
- Excellent appearance, verbal/written communication, strong negotiation and presentation skills
- Must possess the ability to ask for the sale and follow through

### Qualifications:

- Strong verbal & written communication skills (English)
- Able to talk and build rapport in person and/or on the phone
- Must be detail orientated
- Able to work in a fast paced environment
- Must enjoy working in a team driven setting
- Have strong computer knowledge and skills to navigate a CRM platform
- Confidently know how to network in person and through social media
- Have reliable transportation to ensure punctuality to meetings/appointments are made
- Bachelor's degree or equivalent combination of education and experience
- Must have or obtain (within a designated time frame) CT Life and Health License

### Pay: Salary plus Commission:

- Entry Level Associates will have a base salary plus bonus and % of commission with a potential average \$75K - \$90K/annually their first year

- **Top** associates make \$100K+/annually their first year \* We have a unique pay structure put in place that offers individuals an uncapped earning potential but also offers a sense of security and stability while stepping into something new
- Our firm has implemented a different pay plan because we understand there is a learning curve and want to help take the pressure off an individual who is serious and committed to learning our business
- Base Salary: \$40,000.00 to \$50,000.00 /year

### **Benefits:**

- Full scope of Employee Benefits available after new hire waiting period
- Great company culture that offers a high energy, positive, and team driven atmosphere
- Career growth & advancement opportunities available
- Excellent leadership & industry training available to help with the individual's financial success and personal development

### **Location**

- The position is located in Stamford & Fairfield, CT but will also require work in our Hartford, CT location

Job Type: Full-time / EOE

If you have the qualifications and background, please submit a confidential resume to:

Brigid R. Gunn  
Director of Operations and Human Resources  
[bgunn@cmsmith.com](mailto:bgunn@cmsmith.com)