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## EMPLOYMENT OPPORTUNITIES

Randy Eshleman's Agency in Wernersville, PA, is a successful State Farm agency providing insurance and financial products and services. **The agency is looking to hire three full-time individuals.** Below is a brief description of those employment opportunities currently available to recent and upcoming graduates:

### Positions

- **Front Desk Administrator** – This detailed-oriented individual will manage the flow of the day in the office (*prioritizing, screening and directing incoming calls and client walk-ins; assisting with the flow of daily interaction and scheduling*)
- **Client Services** – This individual will handle the day to day requests of current clients regarding insurance and financial areas
- **Marketing/Sales** – This individual will be focused on meeting the goals and objectives of the agency in growing the auto/fire and financial products end of the agency

### Profile

- Individuals who enjoy working with clients and team members and who display open and honest **communication**
- Individuals who display **initiative** (*self-motivator; willing to try new ideas; not afraid of making mistakes*) and works well on an individual and team basis
- Individuals who display a servant's heart **attitude** toward clients and team members.

### Experience

- Insurance/Financial knowledge is helpful but not essential
- Required training will be provided by the agency
- Appropriate licensing, if not currently held, will be required (*agency will provide guidance and expenses*)

### Contact

- All interested parties should send a **cover letter** and **resume**, including **references**, via email to Sharon Stump at [Sharon.stump.QAIK@statefarm.com](mailto:Sharon.stump.QAIK@statefarm.com)