

Junior Account Manager – Benefits / Insurance

Location: Ottawa, ON

Salary: TBD (plus matching 5% RRSP and profit sharing after 1 year)

Company: Eazy Benefits

About Eazy Benefits

Eazy Benefits is part of the Eazy Group of Companies — a growing, dynamic, and client-focused organization specializing in customized benefits and insurance solutions. Our team is driven by relationships, innovation, and trust, helping businesses and individuals navigate the complex world of employee benefits and insurance with clarity and confidence.

We're looking for a motivated, early-career professional to join our Benefits Division as an **Account Manager**. This is an exciting opportunity for someone eager to build a career in financial services and employee benefits with a company that invests in their growth.

About the Role

As an **Account Manager**, you'll support and foster relationships with our existing group benefits clients, ensuring they receive exceptional service and ongoing value. You'll work alongside advisors and account executives to manage renewals, prepare proposals, and respond to client inquiries.

This is an ideal role for someone who has recently graduated with a business degree or has 1–2 years of experience either as an account manager or within a financial institution. Prior exposure to a brokerage or insurance environment is an asset, but not required.

We'll fully support your professional development, including the opportunity to obtain your **LLQP license**.

Key Responsibilities

- Support and nurture relationships with existing benefits clients through exceptional service and communication.
- Assist advisors in preparing renewals, proposals, and client presentations.
- Coordinate with insurance carriers to ensure timely delivery of quotes, plan changes, and renewals.
- Analyze client data and recommend plan improvements or cost-saving opportunities.
- Maintain accurate and organized client files and CRM records.

- Develop an understanding of group benefits, insurance, and financial products through on-the-job learning and formal training.
- Work collaboratively within a small, high-performing team that values initiative, accountability, and growth.

Qualifications

- Bachelor's degree in Business, Commerce, Finance, or a related field.
- 1–2 years of experience in financial services (e.g., banking, insurance, brokerage).
- Strong interpersonal and communication skills, with a client-first mindset.
- Detail-oriented, organized, and eager to learn.
- Ability to work both independently and collaboratively in a professional environment.
- Willingness to obtain LLQP license (company support provided).

Compensation & Benefits

- Competitive base salary - commensurate with experience.
- **5% RRSP match** and **profit-sharing** after one year of employment.
- Ongoing professional development, mentorship, and LLQP licensing support.
- Opportunities for advancement within a growing organization.
- Collaborative, inclusive, and growth-oriented team environment.