



## **Position: Account Executive**

### **Company: HealthPass New York (HPNY)**

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HealthPass New York (HPNY) is a leading provider of affordable health insurance options for small businesses that are located in the lower 14 counties of New York. Since the company's inception in 1999, HPNY has built and maintained a strong leadership position operating as New York City's first private health insurance exchange. The HPNY small business exchange affords employers the ability to give their employees choice from a menu of health insurance carriers, networks and plan designs, while providing tools and resources to assist the employer in the administration of their benefits.

HPNY serves the small businesses of downstate New York by providing Fortune 500-caliber benefits to organizations that otherwise would be unable to do so on their own. The organization's success is driven by the sales and marketing efforts of the Account Executives and the support provided to our external distribution partners - the General Agents and brokers. Outreach to, and support of, our General Agents and their brokers is of paramount importance to the position. The Account Executive works in both a sales and a support capacity to develop relationships and assist General Agents and brokers in implementing the HPNY small business exchange for their clients.

### **Primary Objectives**

The Account Executive plays an integral part in the success of the organization. Responsibilities include, but are not limited to:

- 1) Maintaining enrollment production levels via sales outreach.
- 2) Providing exceptional support to General Agent and broker partners.
- 3) Presenting and explaining the exchange value proposition.
- 4) Understanding the details of the product portfolio.
- 5) Conducting pre-sales and enrollment meetings for General Agents, broker and/or clients.
- 6) Creating new broker accounts.
- 7) Increasing enrollment thresholds.
- 8) Monitoring and assisting in the resolution of service issues.
- 9) Prequalifying sales leads.

### **Key Qualifications/Skills**

- Strong oral presentation and writing skills.
- Organizational and planning proficiency, with the ability to multi-task.
- Ability to manage and effectively grow their sales territory.
- Work well in a team selling environment, with cross-functional leadership skills.
- Bachelor's degree and/or related sales experience are preferred.
- Hold or obtain a current license (at the company's expense) to sell health insurance in New York.
- Valid driver's license.
- Prior health insurance industry experience is a plus, but not required.
- A working knowledge of Microsoft Office, including MS Word, Excel, PowerPoint, and Outlook.

### **Position Details**

- Work sites: office in Manhattan, with broker outreach throughout the region.
- This a full-time position, with an immediate start date.
- Please submit your resume and cover letter to Rob Zorcik via email at [rzorcik@healthpassny.com](mailto:rzorcik@healthpassny.com).

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