

Service Intern

We protect Relationships. Every promise we make – and we mean every single one – is made on the belief that understanding is essential, trust is earned, and execution is everything. But above all else, Relationships Matter.

Byars|Wright is “Where Relationships Matter”. We protect relationships - and that starts with our own. We are a family. We believe everyone needs a place to belong and someone to believe in them. While engaging employees and promoting a positive company culture, we also define a path that fuels the future and leads to success for each team member both professionally and personally. We challenge each other and are fierce competitors. In the end, we WIN together.

Our agency purpose is “Build People, Protect Relationships.” Living out that purpose includes identifying new team members. Our Relationship Development Center (RDC) relentlessly and proactively pursues our agency’s future talent, looking for those that will fit our culture and join the journey that is Byars|Wright. The RDC also leads the charge in training and positioning our employees to be successful.

At Byars|Wright you will gain a firm foundation of insurance and customer service knowledge by working closely with producers, mentors, and taking advantage of educational opportunities encouraged by our agency. Our leadership team takes an active role in your career growth by investing in your development with ongoing learning, coaching, and mentoring.

The Service aspect is responsible for assistance to our service team by aligning our services to the business goals and objectives of our customers. This includes collaborating with the account managers on how our customers can be better served, while understanding what it means to enhance customer relationships through top notch service. Below are a few responsibilities of this role:

- Producing Auto ID cards for customers
- Creating/editing reports as needed
- Assist Account Managers by making policies available inside online customer portal
- Scheduling social media, engaging with followers, researching specific events, helping create blog topics, creating content/scripts for videos/blogs/surveys/social media
- Save policies to jump drives/mailling hard copies to customers when requested
- Creating auto/driver/equipments lists to send to insureds
- Pulling Loss Runs
- Set up PL/CL customers on CSR 24 and learn the program
- Active internet searches for: prospects/new business
- Watch day to day operations, how emails/activities are handled
- Bind/print/mail paper policies if requested by insureds
- Data entry on prospects and renewals as needed
- Answering door/switchboard as needed
- Agency representation at community events, as needed