

# Job Of The Week

## 5th December

### INSURANCE BROKER



### Salary

The salary of an Insurance Broker can range from £20,000 to £65,000

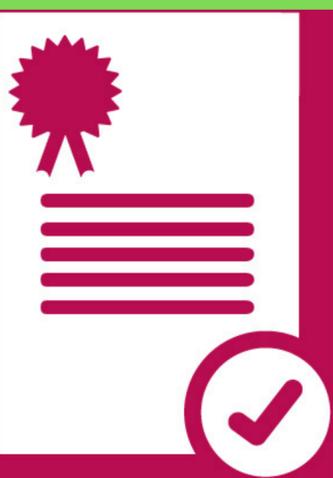
### Typical Hours

41-43 hours a week. You could work weekends



### Entry Requirements

- You can get into this job through:
- A University course - Relevant degrees include Business studies, Finance, Surveying & Engineering. For the degrees, you would usually need 2-3 A-levels, or equivalent.
- An Apprenticeship - You could get into this job through an insurance professional higher apprenticeship. This typically takes about 24 months to complete with a mix of workplace learning and study. For entry requirements, you'll usually need 4 or 5 GCSEs at grades 9 to 4 (A\* to C) and A levels, or equivalent, for a higher or degree apprenticeship
- Working towards the role - Employers often prefer to take on trainees with a minimum of GCSEs at grades 9 to 4 (A\* to C), including English and maths, and A levels. You'll either begin working as an Insurance Technician, Junior Account Handler or a Trainee Broker.
- The CII qualifications offer study units relevant to the insurance areas you specialise in, for example marine, commercial or general insurance. Examples of qualifications include:
  - CII Level 3 Certificate in Insurance - for trainee brokers
  - CII Diploma in Insurance
  - CII Advanced Diploma in Insurance
- A graduate training scheme



# What You'll do

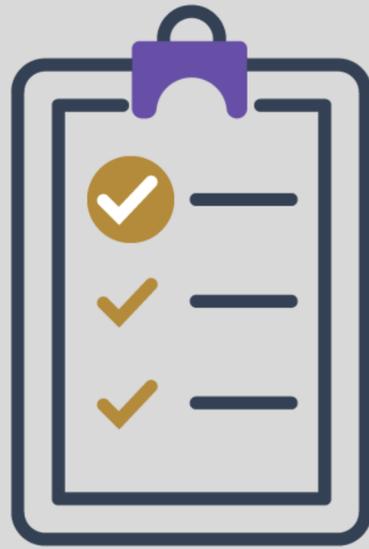
## Day-to-day tasks

In your day-to-day duties you could:

- gather information from clients to assess their insurance needs and risk
- research insurance policies
- arrange insurance cover for clients
- negotiate the best policy terms with insurers
- renew or change existing policies
- make sure all business and paperwork meets legal requirements
- advise customers who are making a claim
- use IT systems to keep records and prepare documents
- prepare case reports for insurance underwriters and surveyors

## Working environment

You could work in an office.



## Career Path & Progression

**With experience, you could move into account handling, claims broking or a business development role.**

**You could specialise in an area of insurance, progress into management, or move into other types of insurance work, like loss adjusting, underwriting or compliance.**

# For more information

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