



Administrative Agency Assistant

Are you a go-getter that wants to be part of a growing and dynamic team?

We are currently seeking an Administrative Agency Assistant in our Truckers Benefit Association department. In this position, you will provide office and sales support to the team as well as provide superior customer service to our clientele.

We offer a fast-paced, professional office with competitive wages, excellent benefits, and continuing education opportunities!

A qualified applicant must have:

- High school diploma or equivalent
- Minimum 3 years progressive clerical experience with extensive public contact
- P&C License or willing to obtain in 90 days
- Ability to work independently with high attention to detail

To apply or to learn more about this position, visit the Careers section of our website at www.gwccnet.com/careers.



*Great People, Great Careers,
Great West Casualty Company.*

Location: South Sioux City, Nebraska
1100 West 29th Street
South Sioux City, NE 68776

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To learn more about Great West, please visit our website www.gwccnet.com.

