



Employment Advertisement

POSTED: April 9, 2009

**Commercial Production Assistant
(Davenport, Iowa)**

Ruhl & Ruhl Insurance is seeking an experienced and outgoing customer service professional to fill a Commercial Production Assistant position at its Davenport location.

This position is responsible for providing the highest quality of customer service while supporting the needs of an aggressive sales staff. Exceptional communication and organizational skills, proven problem-solving abilities, and an ability to multitask are a must! Prior insurance experience is a plus with insurance licensing required prior to or after employment. Candidates must have good working knowledge of MS Word, Excel, and various other software and computer peripherals.

This position includes a competitive salary and a generous benefits package with health, dental, and vision insurance, eligibility for 401k and ESOP retirement plans, plus much more.

If you possess high energy and strong leadership qualities and are committed to exceptional customer service, please send a current resume and a completed application for employment (downloadable at www.tworiversfinancialgroup.com) to employment@tworiversfinancialgroup.com or via mail to:

Rhonda Holdefer, Human Resources Officer
Two Rivers Financial Group
222 N. Main St.
Burlington, IA 52601

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