**Paid Internship Opportunity**

**Farmers Insurance Assistant Internship**

**Posting ID:** PD-082120-HCa-P

**Employer Name:** Farmers Insurance

**Employer Website**
https://agents.farmers.com/nv/las-vegas/ricco-novero

**Internship Job Title:** Assistant Internship

**Internship Location:** Virtual/Remote Internship; Business located at 4175 S Riley St #105, Las Vegas, NV 89147

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**OVERVIEW**

A local Farmers Insurance Agency is seeking an Assistant Intern to start in Fall 2020. This is a virtual/remote position that allows the student to be part of a growing agency focused on providing outstanding customer service. Interns will learn how a Farmers Insurance Agency operates and be involved in all aspects of the business, including recruiting, budgeting, marketing, and selling.

**INTERNSHIP ROLES AND RESPONSIBILITIES**

- Assist the agency owner and office manager with various tasks as needed
- Call potential clients and set appointments
- Manage agency owner’s schedule
- Review agency budget
- Assist with marketing campaigns

**REQUIRED SKILLS AND EDUCATION**

- Great communication skills
- Enjoy working people
- Fast learner
- Self-Starter
- Ability to work virtually/remote
- UNLV undergraduate student enrolled in Honors College

**HOW TO APPLY**

Email resume/CV and cover letter to Ricco Novero at rnovero@farmersagent.com by September 21, 2020.

**MAIN CONTACT**

Ricco Novero, Agency Owner: 702-340-6971 or rnovero@farmersagent.com.

**PLEASE NOTE:**
UNLV and the Honors College do not carry medical or accident insurance for student’s participation in internship programs.