



**Company Overview:** True Care is a licensed Home Care Agency providing outstanding homecare service in the New York Metropolitan area. Our passionate dedication to our clients sets True Care apart. We work with our clients individually to ensure their satisfaction and comfort with the paraprofessionals caring for them. It is our mission to continue to raise the standard of homecare services. We are committed to providing the highest level of care by maintaining excellence in staff, procedures, and responsiveness. The True Care team is Healthcare professionals who are committed to helping our patients and caregivers experience the most excellent care.

**Position Title: Marketing Representative -Fulltime Position**

- Follow up with referrals from existing referral sources to ensure patients are enrolled to the agency
- Be the liaison between the contracts and clients to get them eligible for services
- Gather client documentation and obtain any insurance information from the client to get them cleared for services
- Collaborate with the Community Outreach Representative to build strategic partnerships and techniques to attract new clients the industry
- Utilize marketing strategies and techniques to attract new clients
- Research and participate in health and wellness fairs throughout New York City; help coordinate partnerships with different health agencies with long term impact target in mind
- Attend community events as needed
- Demonstrate a thorough and complete knowledge of the company including our vision, mission and values, the services we provide, and how we differentiate ourselves from other home care agencies
- Performs other related duties as assigned

**Job requirements:**

- High School diploma/college degree in related business field is preferred
- Must have an NYS Driver's License and access to a Vehicle
- Bilingual language in Chinese and English

Salary range commensurate with experience:  
Range from: 45k-55k( Junior Marketer)

