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Financial Reporting and Commissions Analyst - FMO Insurance

Carepoint Insurance Agency [↗](#)

Remote

\$75,572 - \$81,902 a year - Full-time, Contract

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Profile insights

Find out how your skills align with the job description

Skills

Do you have experience in **Microsoft Excel**?

Yes

No

Education

Do you have a **Bachelor's degree**?

Yes

No

Job details

Pay

\$75,572 - \$81,902 a year

Job type

Contract

Full-time

Shift and schedule

8 hour shift

Overtime

On call

Work setting

Office

Remote

Benefits

Pulled from the full job description

- 401(k)
- 401(k) matching
- Dental insurance
- Employee discount
- Health insurance

Show more 

Full job description

About Carepoint

Carepoint is a leading Field Marketing Organization (FMO) in the Medicare space, supporting a growing network of independent agents, agencies, and strategic partners across the country. We specialize in helping our distribution partners thrive by offering best-in-class support, training, contracting, and commission management services.

Position Summary

We are seeking an experienced **Financial Reporting and Commissions Analyst** to join our growing team. The ideal candidate has a strong background in Medicare Advantage and ACA commission structures, preferably with experience at another FMO. This role will focus on the accurate processing, reconciliation, and reporting of carrier commission data, assisting with compensation analysis, and delivering actionable financial insights to internal leadership.

Key Responsibilities

- Reconcile incoming carrier commission statements with internal records and agent hierarchies
- Analyze and validate commission payments to ensure accuracy and timely distribution
- Develop and maintain financial reports related to commissions, overrides, and production bonuses
- Support audits of agent compensation and hierarchy integrity
- Assist in forecasting commission revenue and agent compensation trends
- Partner with Finance and Operations to optimize internal commission processing systems

- Provide support to agents and uplines on commission discrepancies and escalations
- Maintain historical commission data and ensure compliance with CMS and state regulatory guidelines
- Assist in system transitions or improvements related to commission management and reporting

Qualifications

- **Preferred:** Experience working at an FMO, IMO, or MGA in the Medicare space
- Bachelor's degree in Finance, Accounting, Business, or a related field
- 3+ years of experience in commission reporting, financial analysis, or insurance operations
- Proficiency in Microsoft Excel (pivot tables, VLOOKUPS, etc.); **Microsoft Access or SQL** experience is a strong plus
- Strong understanding of Medicare Advantage and ACA commission structures
- Excellent attention to detail and commitment to data accuracy
- Strong interpersonal and communication skills

Preferred Skills

- Hands-on experience with Microsoft Access for data queries and reporting
- Familiarity with carrier commission portals and reporting formats
- Working knowledge of CRM systems (e.g., Salesforce) and commission tracking tools
- Ability to troubleshoot and resolve complex commission-related issues
- A proactive mindset with the ability to work independently in a fast-paced environment

Carepoint is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Job Types: Full-time, Contract

Pay: \$75,572.00 - \$81,902.00 per year

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Employee discount
- Health insurance
- Paid time off
- Parental leave
- Profit sharing
- Retirement plan
- Vision insurance

Schedule:

- 8 hour shift
- On call
- Overtime

Application Question(s):

- Do you have experience with commissions in the FMO or Insurance Carrier space, specifically Medicare or ACA?

Education:

- Bachelor's (Preferred)

Work Location: Remote

If you require alternative methods of application or screening, you must approach the employer directly to request this as Indeed is not responsible for the employer's application process.

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