CITY STATE BANK

WE'RE HIRING

CITY STATE BANK

MEMBER FDIC

RETAIL BANKER I

PART-TIME POSITION - COLONIAL LOCATION

DESCRIPTION OF POSITION FUNCTION:

1. Perform teller duties according to established policies and procedures in an efficient and professional manner. Ensure customers are served promptly while exercising discretion and good judgment.
2. Provide a variety of customer service functions including opening of new accounts, certificate of deposit, safety deposit boxes, debit cards etc. in an efficient and professional manner while utilizing the opportunities of cross-selling or referring bank services with a positive and friendly manner as a frontline representative of the bank.

JOB SKILLS AND QUALIFICATIONS REQUIRED:

- High School Diploma or equivalent.
- Thorough knowledge of bank operations.
- Energetic, positive and believes in customer service.
- 12-18 months of bank customer contact and/or retail experience.

TO APPLY

Stop in to pick up an application at any of our bank locations.

Email completed application to Cyndie Strawn at cstrawn@citystatebank.com

Call Cyndie Strawn or Madonna Abbott at 515-981-4234

EQUAL OPPORTUNITY EMPLOYER