



Position: Financial Services Associate I - IV

Location: South Lake Tahoe

Hours: Full-Time, Monday – Friday

Salary: \$19.56 - \$25.00

We are seeking a reliable and customer-focused individual to join our team as a Financial Services Associate I - IV. In this role, you will be responsible for providing exceptional customer service, processing transactions accurately, and promoting our products and services to customers.

Responsibilities:

- Greeting customers and assisting them with their banking needs
- Processing deposits, withdrawals, and other transactions accurately and efficiently
- Balancing cash drawers and reconciling discrepancies
- Cross-selling bank products and services to customers
- Inputting new account/loan applicant requests
- Assisting customers with account inquiries and problem resolution in a professional manner
- Adhering to bank procedures and security protocols to ensure the safety of customer transactions
- Willing to travel and work at other branches as business needs dictate, sometimes on short notice.

Qualifications:

- High school diploma or equivalent
- Previous customer service experience preferred
- Comfortable doing sales and cold-calling
- Strong communication and interpersonal skills
- Ability to work efficiently in a fast-paced environment
- Attention to detail and accuracy in handling transactions
- Knowledge of banking products and services is a plus
- Must pass background check

If you are a motivated individual with a passion for providing excellent customer service, we encourage you to apply for this position. We offer a competitive salary, benefits package, and opportunities for career growth within our organization. We look forward to receiving your application and potentially welcoming you to our team as a Financial Services Associate I - IV. Thank you for considering this employment opportunity.