

Universal Banker - Part Time

Job Summary: New Frontier Bank has part time positions available for someone who enjoys working with customers and providing excellent customer service! We train one-on-one. We are a community bank, and we truly value our relationships with customers and staff. This is a great opportunity to join a growing bank! Apply Now!

Hours: Will work 16-20 hours per week, 8 hours per day during the week; 4 hours on Saturday. Will usually work every other Saturday.

Job responsibilities:

Promotes and upholds the ideal objective to fully take care of our customers.

Process teller transactions and open new accounts.

Recommend products and services that best match our customer needs.

Responds to customer requests and resolves issues in a professional and friendly and efficient manner.

Cross sells bank products. Be willing to make sales calls inside and out of the branch.

Assists with opening and closing the bank.

Requirements:

Education and Experience:

Two years prior banking experience or equivalent job experience.

High school diploma and/or some college a plus.

Skills and Abilities:

Able to multi-task.

Excellent time management and interpersonal skills.

Able to handle large amounts of cash.

Knowledge of basic math.

Excellent alpha/numeric data entry skills.

Ability to stand for extended periods of time while operating teller equipment.

Good verbal communication skills.

Must be detail-oriented and a team player.

Compensation and Benefits:

Competitive Salary; commensurate with experience.

Equal Opportunity Employer of all individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, or veteran status.