

HOT JOBS

Multiple Positions *Jeff Bank* Jeffersonville, NY

Overview: Jeff Bank is seeking a Commercial Loan Processor and a Teller in Monticello, NY

Commercial Loan Processor

Responsible for performing a variety of duties to support the paying and receiving function of the branch; coordinating work within the unit or department; as well as with other departments; reporting pertinent information to the immediate supervisor; responding to inquiries or requests for information; sales referrals are required. Cash handling experience preferred.

Requirements:

High School Diploma or GED

1 Year of experience

Interpersonal communication, both verbal and written

Problem solving

Helping disposition

Critical Thinking

Salary: This position pays \$17-\$21 per hour, and benefits include health insurance, dental insurance, paid vacation, paid sick leave, holidays, and 401k/Retirement.

Shift: This is a full time, regular position working Monday-Friday from 8am-5pm.

Teller

Teller supports and builds customer relationships through efficient and accurate processing of cash transactions, sharing and seeking appropriate solutions for customers, perform routine transactional and operational and customer support tasks, utilizing knowledge of bank policies and procedures in compliance with bank regulations.

Desired skills:

-Interpersonal communication

-Initiative

-Teamwork

-Attention to detail

Salary: This position pays \$15-1\$18 per hour, and benefits include health insurance, dental insurance, paid vacation, paid sick leave, holidays, and 401k/Retirement.

Shift: This is a full time, regular position working Monday-Friday from 8am-5pm.

Apply via email to humanresources@jeff.bank.