



PERSONAL BANKER – INTERDEPARTMENT FLOATER

***In-person position working between our Rochelle, Ashton & Oregon Branches
Not remote or hybrid***

JOB TYPE: *Full Time
Monday through Friday and some Saturday mornings*

PAY TYPE: **Non-Exempt Hourly**

FUNCTION OF JOB

Central Bank Illinois is seeking qualified experienced applicants for the position of Personal Banker-Interdepartmental Floater. This position provides support in Personal Banking, Teller and Call Center areas of the bank for cross training purposes, vacation, illnesses and other absences. This position works at branch locations in Rochelle, Ashton and Oregon, Illinois.

The Personal Banker Interdepartmental Floater must have strong customer service skills, experience with cash handling, be able to multi-task and adjust to various work locations and/or schedules. Hours vary depending upon work location and department. The successful candidate will be computer literate with the ability to follow instruction, possess logical thinking, a strong attention to detail, and have the accuracy and ability to coordinate work duties. Previous bank experience preferred.

ESSENTIAL KNOWLEDGE & SKILLS

- Ability to deal effectively, tactfully, patiently and pleasantly with customers
- Excellent communication skills using proper grammar to articulate the features and benefits of bank products and services
- Ability to identify customer needs and use proper sales techniques for selling or cross-selling appropriate bank products and services
- Must be trustworthy and discreet regarding confidential information
- Have a strong attention to detail
- The maturity necessary to request additional explanation, instruction or direction necessary for successful task completion
- The ability to work closely with other branch employees and internal departments of the bank
- Willing to adapt to change in procedures and tasks
- Should be a self-starter, ability to handle multiple job duties simultaneously and emotionally mature in handling stress
- Experience with designated software programs such as Outlook, Excel, Word or Teller and New Account platforms, plus coin processing machines, copy machine, calculator and other related equipment helpful
- Must be able to handle items of weight, including bagged and rolled coin
- Must be reliable and dependable with punctuality and attendance

EXPERIENCE & KNOWLEDGE

The successful candidate must have a minimum of a high school education/graduation and preferably at least one (1) through two (2) years of experience in banking or related experience in another company.

BENEFITS*

- Health, Dental & Vision Insurance
- Health Reimbursement Arrangement
- Life Insurance & AD&D Insurance
- Vacation & Paid Time Off (PTO)
- 401k Profit-Sharing & Match
- Flexible Spending Account
- Tuition Reimbursement Program
- Incentive Plan
- Holiday Pay
- Logo-wear Stipend

Interested applicants should send resume and cover letter to:

Central Bank Illinois
Attn: Anita Friedlund,
AVP - Branch Deposit Operations Officer
340 May Mart Drive
Rochelle IL 61068

Or email to: recruiter@central-bank.com.

Posted 4/11/2024
Equal Opportunity Employer

**Some benefits have an eligibility waiting period*