



PERSONAL BANKER

Fulton, IL Branch

Full Time

Monday thru Saturday (hours fluctuate)

Central Bank Illinois is seeking qualified experienced applicants for a full time **Personal Banker** position in our Fulton Branch

The **Personal Banker** assists customers in their selection of various accounts and financial services, cross selling the Bank's products and services, the opening and maintaining of all account types, and promoting business for the Bank by maintaining good customer relations and referring customers to appropriate staff for new services. They also process teller transactions and perform general teller duties for retail and commercial customers.

Successful candidates must have:

- Excellent customer service skills
- Knowledge of bank deposit products and policies
- Possess logical thinking and have a strong attention to detail
- Skill in performing typical financial transactions and teller functions accurately
- Strong communication skills
- Excellent organizational skills
- Basic knowledge of various federal banking regulations
- Ability to prioritize and make decisions regarding customer transactions, weighing customer satisfaction issues with Bank exposure to fraud and/or loss
- Knowledge of office methods, procedures and practices including standard office/computer and teller equipment
- Knowledge of Teller and Account platform software beneficial
- Be dependable and reliable with attendance
- Possess emotional maturity to handle multiple job duties simultaneously
- Physically able to lift bags of coin
- Previous banking experience preferred, yet we will train the right candidate

Interested applicants should send resume and cover letter to:

Central Bank Illinois
Lindsay Davis, AVP
1404 14th Avenue
Fulton IL 61252

Or email to recruiter@central-bank.com.

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Equal Opportunity Employer