

Job Title – Universal Banker
Location – Clayton
Status – Full-time
Work Schedule – Monday- Friday; Saturday
Hours Per Week – 40 hours
Salary – D.O.E.

Midwest Regional Bank is expanding! We are searching for an exceptional Universal Banker for our new Clayton branch. As one of the fastest growing banks in the country, we offer a solid career path for your future.

Duties and Responsibilities: You will be responsible for performing key retail functions within the branch including: all duties of a teller and personal banker, as well as additional responsibilities assigned to serve, develop and expand our customer relationships. You will also be responsible for processing maintenance items, reviewing daily reports, assisting with ATM and vault balancing and any other duties that may be assigned.

Minimum Requirements:

High School diploma
Customer service experience
Cash handling skills

Preferred Knowledge and Skills:

Strong written and verbal communication skills
Operate general office equipment, such as: multi-phone line, fax, copier, currency counter, Microsoft Outlook, etc.
Ability to learn procedures, policy and bank regulations
Basic math and checkbook register skills

We provide our employees with the tools and training they need to build and support their career goals. Midwest Regional Bank is an Equal Opportunity Employer.

Send your resume to bdavis@mwregionalbank.com or stop in your local branch to fill out an application.