



CITY STATE BANK

**WE'RE  
HIRING**



## **RETAIL BANKER II**

**FULL-TIME POSITION - NEW VIRGINIA LOCATION**

### **DESCRIPTION OF POSITION FUNCTION:**

1. Supervise or assist in supervising teller and retail banker staff.
2. Perform teller duties according to established policies and procedures in an efficient and professional manner. Ensure customers are served promptly while exercising discretion and good judgment.
3. Provide a variety of customer service functions including opening of new accounts, certificate of deposit, safety deposit boxes, debit cards etc. in an efficient and professional manner while utilizing the opportunities of cross-selling or referring bank services with a positive and friendly manner as a frontline representative of the bank.

### **JOB SKILLS AND QUALIFICATIONS REQUIRED:**

- High School Diploma or equivalent.
- Thorough knowledge of bank operations.
- Energetic, positive and believes in customer service.
- 12-18 months of bank customer contact and/or retail experience.

### **TO APPLY**



Stop in to pick up an application at any of our bank locations.



Email Cyndie Strawn at [cstrawn@citystatebank.com](mailto:cstrawn@citystatebank.com) or Diane Harmening at [dharmening@citystatebank.com](mailto:dharmening@citystatebank.com)



Call Cyndie Strawn at 515-981-4234 or Diane Harmening at 515-986-2265

City State Bank | 501 West St. | New Virginia, Iowa 50210 | 641-449-3314 | [www.citystatebank.com](http://www.citystatebank.com)

EQUAL OPPORTUNITY EMPLOYER