



Personal Banker

The Citizens National Bank – Belleville, KS

The Citizens National Bank is looking for a Personal Banker to join our team. Qualified candidate will be responsible for building relationships with customers and cross-selling our products and services to meet customer needs.

Responsibilities:

- Provide excellent customer service
- Advise customers on bank services such as consumer loans
- Assist loan officers with loan processing and documentation
- Open new accounts including checking, savings, CD's, and IRA's
- Process deposits, withdrawals, and balance cash drawer
- Resolve customer inquiries
- Troubleshoot and resolve product issues and concerns

Qualifications:

- Previous experience in customer service at a financial institution along with some teller experience preferred
- Excellent cash handling and computer skills with attention to detail
- Ability to prioritize and multitask
- Positive and professional demeanor with strong sales awareness
- Excellent written and verbal communication skills
- High school diploma, or equivalent required; some college preferred

If you are a person who enjoys working with customers, who seeks opportunities to learn, likes building relationships and works well in teams, apply for a position with The Citizens National Bank today! The Citizens National Bank is an Equal Opportunity Employer.

www.thecnb.bank/Career-Opportunities