

BankSouth[®]

Treasury Support Specialist Watkinsville, GA

BankSouth seeks qualified candidates for the position of **Treasury Support Specialist** at our Watkinsville, GA Branch. This full-time position provides dedicated treasury support services to our business clients. These services include, but are not limited to: Business Banking, Business Remote Deposit Capture, Mobile Check Deposit, ACH, Wires, Bill Pay, Merchant Services and enrollment/maintenance/technical support on these products.

Specialized Business Client Support

- Possesses a thorough understanding and working knowledge of BankSouth's business products
- Provides training on treasury products, services, and systems to clients and internal BankSouth team members as needed
- Takes ownership of and delivers timely resolution of client issues
- Understands and communicates implementation timelines to align with client expectations
- Conducts regular onsite reviews of client portfolios for support total relationship management
- Maintains client files and updates contracts and supporting documentation as needed
- Organizes and participates in quarterly Electronic Banking/RDC Committee meetings

Multi-location Coverage & Special Events Participation

- Provides coverage locally and well as throughout the state when required
- Travels independently to clients in several markets including Atlanta, Greensboro, Watkinsville and Savannah
- Attends various events and customer appointments before or after normal business hours

Compliance:

- Ensures compliance with all applicable state and federal banking laws and regulations
- Maintains confidentiality of all customer files and proprietary (physical, electronic and intellectual) Bank property
- Satisfactorily completes all required Bank Secrecy Act/Anti-Money Laundering/OFAC compliance training and complies with all regulations that apply within the scope of the position

Minimum Requirements:

- Selected candidate will possess a minimum of a high school diploma/GED, Associates Degree is preferred.
- Possesses six months to 2 years of experience and working knowledge of bank treasury management products, file formats, transaction flows and file transmissions
- Demonstrates strong organizational and time management skills; ability to multi-task

- Must have excellent written and verbal communication skills, using proper grammar and syntax.
- Proficiency using the following is required: MS Excel, MS word, MS Outlook Google Chrome, Internet Explorer, Firefox, JAVA and how they function with treasury products on pc's, Apple MAC's, Android and Apple mobile products.

About BankSouth

BankSouth has been named 'One of the Top Performing Community Banks in the Nation' for the past four years! Learn more about us at www.banksouth.com. We offer an excellent benefit package including bank paid (for employee) medical, dental, LTD, life, paid vacation, a generous 401k match, and a salary commensurate with experience.

Qualified candidates should submit their resume in confidence to: mcole@banksouth.com

BankSouth is an Equal Employment Opportunity (EEO) Employer committed to diversity in the workplace. It does not discriminate against any qualified employee or applicant on the basis of age, race, color, sex, religion, national origin, disability, protected veteran status, genetic data, gender identity, sexual orientation or other legally protected status.