

Deposit Operations Specialist –Old Peachtree Road Location (EEO/F/M/Veteran/Disabled)

The Deposit Operations Specialist assists others in the Deposit Operations department with the overall day to day operations of the deposit area of the Bank. Assists personal bankers in resolving customer problems in all operational areas and keeps open communications with all departments of the bank (tellers, personal bankers, loan department, lenders, account officers and BSA) to mitigate risks.

Essential Functions: - Handle Debit Card support for the branches, debit card chargebacks, Reg E Error Resolution tracking and monitors Fiserv EFT Case Tracker to report fraud alerts. Assist with incoming and outgoing wire transfers. Backup support for Online Banking. Assist with daily review of Mobile Deposits.

Additional responsibilities include cross-training for cash orders and shipments, review maintenance reports, assist with ACH and RDC changes, process foreign check adjustments and collections, handle chargebacks through Fedline, assist with savings bond redemptions, review checks through FraudGuard for signature verification, research and resolution for customer discrepancies as needed.

Screenings will include credit and background checks. 41 C.F.R. 60-300.5(a) 12 41 C.F.R. 60-741.5(a)7

Contact becky.litsky@piedmontbankonline.com for application, voluntary Self-Identification and Self-Identification Disability forms.