



Community Bank in Forsyth County Seeking Client Service Specialist

Bank Location:

Foothills Community Bank
5835 Bethelview Road
Cumming, GA 30040

Fulltime Client Service Specialist wanted for a broad variety of client services such as opening new checking, savings, certificates of deposits, and IRA's. Effectively answers questions concerning services provided by the bank, performs account maintenance, and serves as back up Teller as needed. Builds strong rapport with customers and develops understanding of their financial goals and needs. Answers the phone in a professional and friendly manner.

CRITICAL SUCCESS FACTORS:

- Account opening and Teller experience required.
- High School diploma or equivalent required.
- A genuine desire to serve clients and co-workers.
- Must have excellent interpersonal and oral communication skills.
- Must be professional and have a positive and enthusiastic attitude.
- Must be organized and detail oriented.
- Must have the ability to work under conditions of frequent distractions.

All qualified applicants send resume to Donna Weaver: dweaver@myfoothillsbank.com.

Equal Employment Opportunity

FCB is committed to creating and maintaining a positive, productive work environment in which all team members are treated with dignity and respect, and have an equal opportunity to succeed. The Bank is committed to hiring and promoting to the highest levels qualified individuals, regardless of race, sex, religion, color, national origin, age, disability or any other unlawful reason. Our commitment to equal employment opportunity for all applicants and team members at all levels reflects our core values, as well as respect for the law and our duty to our clients, shareholders, suppliers, contractors and business partners. Decisions concerning any aspect of employment violate this commitment if race, sex, religion, color, national origin, age, disability, or any other unlawful reason (including but not limited to pregnancy, HIV status, sexual orientation, gender identity, marital status, genetic information, amnesty, past or present military service) is a factor in the decision. We comply with laws regarding employment of immigrants and noncitizens and provide equal employment opportunity to everyone who is legally authorized to work in the applicable location. We provide reasonable accommodations to applicants and team members with known disabilities, unless doing so would result in an undue hardship to the Company.