



STOCKGROWERS
STATE BANK

Job Description

Title: Universal Banker
Location: Maple Hill, Kansas; Full-time Position

Job Overview

Stockgrowers State Bank has four locations; three in Wabaunsee County and one in Shawnee County. We have a commitment to our communities and are proud to offer quality financial services to customers across the Eastern half of Kansas. We are hiring a talented Universal Banker professional to join our team in Maple Hill. If you are excited to be part of a winning team, Stockgrowers State Bank is a great place to grow your career.

Benefits and Perks

Health, dental, and vision insurance, short-term disability, life insurance, identity theft insurance, 401(k) retirement plan with company match, paid time off (PTO)

Responsibilities for Universal Banker

- Prepare the necessary paper work to open deposit accounts
- Identify the needs of new and existing customers and offer appropriate services available
- Maintain a teller drawer, assist customers in cashing checks, make checking and savings deposits, and process various loan payments
- Provide additional information to customers regarding promotions, contests and new account options
- Promote and upsell credit cards available through the financial industry and other banking services
- Answer questions and customer concerns regarding deposit accounts
- Proactively identify and inform customers of account status deficiencies and disputed transactions while providing options to resolve
- Support customers with enrolling in, maintaining, and troubleshooting Online Banking and Mobile App products and features
- Assist with additional bank operations and administrative duties as assigned
- Participate in community events and help with marketing initiatives including social media and new product promotions

Qualifications for Universal Banker

- High School Diploma or equivalent required
- Excellent verbal communication skills and the ability to speak clearly and concisely
- Ability to express written concepts clearly and concisely
- Ability to use time and resources efficiently in order to accomplish tasks
- Knowledge in Microsoft Office Suite (Outlook, Excel, Word, and PowerPoint)
- Strong organizational, problem solving, and analytical skills
- Attention to detail and ability to prioritize multiple tasks
- Experience seeking to improve and develop new processes and ideas

Stockgrowers State Bank is an Equal Opportunity Employer

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Send your resume and cover letter to skirsop@stockgrowers.biz or contact us at 785-256-4241.