



Document Management Associate - Loan Exceptions

Kansas Farm Bureau | Manhattan, KS

Schedule: Full-Time

Reports to: Document Management Supervisor

Join our team at KS StateBank!

For over 50 years, KS StateBank has balanced home-town banking values with a respected nation-wide presence. Across all departments, our employees are focused on creating positive experiences for our clients by providing incomparable knowledge, outstanding solutions, and exemplary customer service. Our focus isn't just on our clients; at KS StateBank, we also strive to achieve mutual investment in our employees for long-term organizational and personal success.

As a Document Management Associate - Loan Exceptions, you will manage loan exceptions and provide backup to the Government Finance Exceptions Associate. Applicants must learn and demonstrate great skill in using Credit Quest, ACT and spreadsheets to gather, track and report information.

If you are a self-starter, detail oriented, have a strong ability to meet deadlines, and the ability to self-motivate to complete tasks you may be a good fit for this position. This position is ideal for someone that is willing and able to adapt to any situation and also has solid internal and external customer service abilities and clear communication skills.

Employee benefits include 401k, health, dental and vision insurance and paid time off.

If this position sounds like a good fit for you,
visit ksstate.bank/careers to view the full job description and apply.

We look forward to meeting you!