

Community Bank and Trust Company Job Description

TITLE: Community Banker Intern

REPORTS TO: Branch Manager

DEPARTMENT: Retail

LOCATION: Downtown Waterloo

Job Summary:

Process customer transactions in efficient, accurate manner, following established policies and procedures of the Bank. Uphold the positive image of the Bank by providing the best possible customer service in a responsible and professional manner.

Qualifications:

1. High school degree or equivalent with post high school education in a related field (business, university, technical, AIB, etc.) required.
2. Cashier experience is highly recommended with bookkeeping experience preferred.
3. Ability to stand for extended periods of time
4. Ability to lift up to 50 lbs.