

Job Description

Treasury Management Banker

Department: Treasury Management

Date: February 23, 2024

Reports to: Vice President, Treasury Management Department Manager

Summary: Encompasses all aspects of Treasury Management including sales, implementation, documentation, training and support. Generates new deposits, maintains and expands relationships with commercial customers.

Duties and Responsibilities

1. Treasury Management Functions

- Product expert for all Treasury Management services
- Create and maintain customer satisfaction by identifying products and services to meet customers' needs.
- Promote and expand Treasury Management program through a professional and consultative approach to new and existing customers while developing long term relationships
Provide training to staff to ensure overall Treasury Management product offerings.
- Proactively identify potential problems and compliance issues
- Assist in the development of marketing and training materials
- Work with Commercial banking officers to obtain necessary information. Provide exceptional customer service as well as providing in-depth training of Treasury Management services.

2. Skills/Knowledge

- Ability to analyze bank and account analysis statements and perform cash flow analysis
- Maintain efficiencies by prioritizing workload and completing tasks in a timely fashion.
- Provide accurate and timely service to internal and external customers
- Support customers in navigation of products including all on line platforms
- Ability to assist complex clients
- Possess and utilize exceptional organizational and time management skills.

Other duties as assigned

Qualifications

An Associate's degree with an emphasis in business, accounting or finance required, Bachelors preferred. Three to Five years of experience in financial services industry required. Prior Treasury Management Sales experience required. Proven ability in business development, generating deposits and established business relationships required. Ability to think through and understand a process from start to finish. Must be able to solve problems quickly and accurately. Ability to read and write routine reports and correspondence. Ability to communicate effectively with lending personnel. Must be able to add, subtract, multiply and divide using whole numbers, common fractions and decimals. Strong problem-solving skills required, with ability to apply commonsense understanding to carry out instructions furnished in written, oral or diagram form. Basic clerical skills to include ten key, typing, and strong computer skills required. Good organizational skills.

Work Environment

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee is frequently required to sit and occasionally required to walk and be able to talk and hear. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. Must be able to wear a mask while in the workplace in accordance with federal and state requirements. The noise level in the work environment is usually moderate. Travel is required in multiple markets with frequent trips to the Las Cruces office.

Equal Employment Opportunity Employer/M/F/Disability/Veteran