

Financial Service Officer/Member Service Officer/Business Development/Personal Banker.

We're looking for someone with a great attitude who loves people. Do you have a creative streak, love to have fun and play nicely with others? The position is known in credit union land by all kinds of names, but we call them Relationship Managers. Why? Because we care about building relationships with our members. We are a small but mighty team that loves to play hard and work hard.

RESPONSIBILITIES: Our Relationship Managers work directly with Members in person, on phone, on video and online. We take seriously our commitment to do what's right by saving our members money, making them money or saving them time. We provide exceptional member service and work with our teammates to ensure a "forever fan" with each encounter. Relationship Managers are active listeners looking for clues to make recommendations and suggest products and services in ways members can easily understand. Relationship Managers open accounts, process loans and solve problems. Heck, Relationship Managers are dream makers! We want you to build relationships with your Members so when they have a financial need, they think of you first.

QUALIFICATIONS: Whether in person, on the phone or via email, we expect every Member to have a great experience when they deal with a Relationship Manager. In order to provide this awesomeness, you'll need to know our various products and services well. Advanced working knowledge of consumer lending and processing, compliance to keep you legal, advanced oral and written communication skills and the stick-with-it-ness of crazy glue, will make this easy breezy. Did I mention we are small and mighty? Independent learners excel in this environment. We have a mantra, "Own It" and that means you are empowered to ensure our members have a great experience.

- * RECAP High school degree or GED is required
- * Six months to two years of related experience
- * Ability to be flexible with hours and days off (we have Saturday hours and encourage appointments after hours)
- * Knowledge of and experience with financial products and services: big plus!

If this all sounds great, then fire up your sense of teamwork, fun, creativity and innovation and let's meet. South Bay Credit Union is an equal opportunity employer and will consider all applications without regard to race, marital status, sex, age, color, religion, national origin, veteran status, disability or any other characteristic protected by law.



Application For Employment

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

(PLEASE PRINT)

| | | |
|-------------------------------|----------|---------------------------|
| Position(s) Applied For _____ | | Date of Application _____ |
| How Did You Learn About us? | | |
| Advertisement | Relative | Inquiry |
| Employment Agency | Friend | Other _____ |

| | | | | | |
|---------------------|------------|-------------|------------------------|-------|----------|
| Last Name | First Name | Middle Name | | | |
| _____ | _____ | _____ | | | |
| Address | Number | Street | City | State | Zip Code |
| _____ | _____ | _____ | _____ | _____ | _____ |
| Telephone Number(s) | | | Social Security Number | | |
| _____ | | | _____ | | |

Best time to contact you is..... _____:_____ YES NO

If you are under 18 years of age, can you provide required proof of your eligibility to work?.....

Have you filed an application with us before?.....

 If Yes, give date _____

Have you ever been employed with us before?.....

 If Yes, give date _____

Do any of your friends or relatives, other than spouse, work here?.....

Are you currently employed?.....

May we contact your current employer?.....

Are you prevented from lawfully becoming employed in this country because of a Visa or Immigration Status?

Proof of citizenship or immigration status will be required upon employment.....

Date Available to work ____/____/____ What is your desired salary range? _____

Are you available to work: Full-Time

 Part-Time (please indicate Morning Afternoon)

 Temporary (please indicate dates available ____/____/____ - ____/____/____)

Are you currently on "lay-off" status and subject to recall?.....

Can you travel if a job requires it?.....

Have you been convicted of a felony within the last five years?.....

A criminal record does not constitute an automatic bar to employment and will be considered only as it relates to the job in question.

| Education | Name of school and city and state | Course | Years Completed | Degree |
|-----------------------|-----------------------------------|--------|-----------------|--------|
| High School | _____ | _____ | _____ | _____ |
| Undergraduate College | _____ | _____ | _____ | _____ |
| Graduate Professional | _____ | _____ | _____ | _____ |
| Other (Specify) | _____ | _____ | _____ | _____ |

We are an equal opportunity employer

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

Employment Experience

Start with your present or last job. Include any job related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities, or other protected status.

| | | |
|--------------------|-------|--------------------|
| 1. Employer | | Dates Employed |
| _____ | | To From |
| Contact Number(s) | _____ | |
| _____ | | Hourly Rate/Salary |
| Job Title | _____ | Starting Final |
| _____ | | _____ |
| Reason for Leaving | _____ | |
| _____ | | |
| 2. Employer | | Dates Employed |
| _____ | | To From |
| Contact Number(s) | _____ | |
| _____ | | Hourly Rate/Salary |
| Job Title | _____ | Starting Final |
| _____ | | _____ |
| Reason for Leaving | _____ | |
| _____ | | |
| 3. Employer | | Dates Employed |
| _____ | | To From |
| Contact Number(s) | _____ | |
| _____ | | Hourly Rate/Salary |
| Job Title | _____ | Starting Final |
| _____ | | _____ |
| Reason for Leaving | _____ | |
| _____ | | |
| 4. Employer | | Dates Employed |
| _____ | | To From |
| Contact Number(s) | _____ | |
| _____ | | Hourly Rate/Salary |
| Job Title | _____ | Starting Final |
| _____ | | _____ |
| Reason for Leaving | _____ | |
| _____ | | |

Other Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

State any additional information you feel may be helpful to us in considering your application.

Note to Applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in this job or occupation for which you have applied? A review of the activities involved in such a job or occupation has been given..... YES NO

References

| | | |
|----------|----------------|----------|
| 1. _____ | _____ | _____ |
| Name | Contact Number | Relation |
| 2. _____ | _____ | _____ |
| Name | Contact Number | Relation |
| 3. _____ | _____ | _____ |
| Name | Contact Number | Relation |

I certify that answers given herein are true and complete.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means the Employee may resign at any time and the Employer may discharge Employee at any time with or without any written document or by conduct unless change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

X _____ Date _____