

Relationship Manager

Opened Date:	07/16/2018	Application Deadline:	Until Filled
Location:	Lancaster, CA	Employment Status:	Full-Time
Driver's License Required:	N/A	Benefits:	Yes
Salary Rate:	\$69,000/ yr.	Name of Company:	Banking

Primary Responsibilities/Summary:

Relationship Manager is responsible for managing a portfolio of Commercial clients and developing good Commercial business relationships that lead to commercial loans (Commercial and Industrial), deposits and other banking products offered by the Bank. The Relationship Manager must assist with the management of the Center sales and service efforts to ensure retention of existing relationships and growth of new relationships.

Essential Duties and Responsibilities:

- Complies with and stays abreast of all policies and procedures, federal and state laws applicable to the job.
- Participate in all Center functions necessary to contribute to the achievement of Center earnings and growth objective. Actively participate in various community and civic activities in the Center service area.
- Assist with the management of the Center budget to ensure that deposit, loan and net income goals are met.
- Work with the Manager to ensure that all Bank operating and lending policies and procedures are properly implemented and followed.
- Assist in properly following and implementing all Bank audit procedures.
- Assist the manager to ensure that the Bank's CRA policies and objectives are adhered to in the Center and its assigned service area.
- Assist with the management of the Center sales and service efforts to ensure retention of existing relationships and growth of new relationships.
- Manage personal sales efforts in order to meet Center goals.
- Commitment to teamwork and a focus on delivering The Citizens Experience Customer Service.
- Other duties as assigned.

Education and Qualifications:

- Four-year college or university program degree; or three (3) to five (5) years Commercial Banking experience and/or training; or equivalent combination of education and experience.
- Minimum 12 months experience in Customer Service; banking preferred.
- 6 months cash handling with Customer Service
- Proficient in Microsoft office products including Outlook, Word, and Excel

When applying, please include position title in the subject line of your email.

Interested applicant submit your resumes to
AJCCRecruitments@jvs-socal.org
Attention: David Santamaria

(PLEASE MAKE SURE YOUR RESUME MATCHES JOB DESCRIPTION BEFORE SENDING)

FOR MORE INFORMATION CONTACT:
Antelope Valley America's Job Center of California- Palmdale (661) 265-7421