Sr. Teller: VantageSouth Bank has a full-time, non-exempt, position working in Knightdale, NC. The ideal candidate provides a variety of customer service assistance receiving, processing, and balancing customer transactions on a daily basis; cross sells products and services, and/or refers the customer to appropriate branch officers for further assistance.

Essential Functions:

- Represents the Bank to the public, creating a favorable, courteous, and professional impression; greets customers in a friendly manner, assisting with their banking needs.
- Acquires a thorough knowledge of the Bank's products and services, and maintains an awareness of the products and services of its competitors.
- Actively cross-sells Bank products and services to meet established goals.
- May assist with opening new accounts, ensuring accuracy and completeness of all documentation.
- Receives checks and cash for deposit to savings and checking accounts and processes according to Bank policies and procedures.
- Cashes checks and pays money from savings and checking accounts according to Bank policies and procedures.
- Balances window daily, meeting Bank standards for accuracy and efficiency.
- May assist with resolving NSF and overdraft issues.
- Cross-trains to maintain custody of branch Vault or ATM.
- Performs branch capture scanning duties.
- Assists customers with ancillary services such as check orders, ATM, and Online Banking.
- Assists Head Teller with training of less experienced tellers.

Required for this position are:

- High School diploma or equivalent
- 6 months bank teller experience or one year in cash handling/customer service role
- Basic business office
- Effective problem-solving skills
- Basic math skills
- Excellent customer service and teamwork skills
- Ability to communicate effectively at all levels
- Proficient in Windows-based PC environment.

VantageSouth Bank provides a competitive compensation and benefits package; however, relocation is not offered. Qualified individuals may submit a resume no later than **May 10, 2013.**

VantageSouth Bank is fully committed to being an equal opportunity/affirmative action employer. It is our policy to offer equal opportunity to all employees and applicants for employment without regard to race, religion, creed, color, age, sex, national origin, disability, or veteran status. We value the advantages of a diverse workforce and encourage all to apply. Please note: We do not accept resumes by mail. Moreover, we accept online resumes only for positions that are open and for which we are actively recruiting. If you require reasonable accommodation for any part of the application or hiring process due to a disability, contact Human Resources at hr.recruitment@vsb.com. This option is reserved for individuals who require accommodation due to a disability.