



## **Employment Opportunity**

### **Financial Services Representative, St. Joseph's Credit Union**

St. Joseph's Credit Union is seeking a casual Financial Services Representative to join our amazing team. As a member of the Operations Department, the incumbent will be responsible for providing excellence in customer service to current and prospective members, identifying cross selling opportunities and perform day to day transactions.

As the successful candidate, you will have proven ability to ensure outstanding customer service. You will possess knowledge of financial systems and effectively execute defined banking transactions and accurately respond to all enquiries and requests.

Education/Experience:

- High school diploma or post secondary education in business would be considered an asset. Consideration will be given to an equivalent combination of education and experience.
- Knowledge of the Credit Union system, processes, and procedures.
- Thrives in a service delivery role, with strong aptitude for engaging and connecting with people.
- Effective sale skills.
- Excellent capabilities in transaction execution.
- Strong multi-tasking skills, with the ability to adapt to changing requirements or new information.
- Superior interpersonal skills.
- Bilingualism will be considered an asset.

This is a casual position within an ever growing and ever-changing organization. Compensation will be reflective of education and experience.

**CLOSING DATE: May 7, 2021**

Please apply by submitting your resume to [lmarchand@stjosephscreditunion.ca](mailto:lmarchand@stjosephscreditunion.ca)

While we appreciate all submissions, only those considered for an interview will be contacted.