Customer Service Associate - Part Time

**Grow with us.**

If you are interested in growing your career within the financial industry, don't miss this opportunity. When you work at Hickory Point Bank & Trust, you're surrounded by people who are innovative, creative, and empowered to do what's right for customers, and we're seeking the right professional to join us.

This key role will have direct contact with our clients and will be responsible for completing fast, accurate transactions in a friendly, professional manner. As part of our banking center team our Customer Service Associates (CSA) understand the benefits and features of products and services in order to assist our customers in buying decisions and problem resolution.

Hickory Point Bank is seeking just the right mix of skills and attributes: outgoing and enthusiastic attitude, professionalism in actions and appearance, and the ability to handle multiple tasks while working in a team environment.

**Position Requirements:**

* A high school diploma or equivalent.
* Ability to handle cash
* Basic computer skills and knowledge of Windows-based programs
* Excellent telephone communication skills.
* Ability to conduct all duties in compliance with applicable laws, regulations, and Bank policies and procedures.
* Ability to sit, file, bend, kneel, stand for prolonged periods of time, and to lift up to 25 pounds.
* Willing and able to work a least 2 Saturdays a month.
* Previous banking experience is a plus.

This is a part time, non-exempt position. Hickory Point Bank offers a part time benefit package including 401(k) and paid time off.

The successful completion of a pre-employment drug screen and background check is required.

At Hickory Point Bank & Trust, we promote an inclusive work environment where everyone feels that they belong, and we are interested in people who enhance our culture. We are dedicated to ensuring all colleagues are treated with dignity and respect and have every opportunity to grow professionally without regard to race, gender, sexual orientation, or any other protected classification.

Hickory Point Bank & Trust provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.