

East Idaho Credit Union
JOB POSTING
February 21, 2012

Assistant Branch Manager/Loan Officer needed for the Ammon Branch. Experience and requirements for this position are as follows:

- **Responsible for assisting with the direction and administration of Branch operations.**
- **Ensures established policies and procedures are followed.**
- **Oversees the provision of a full range of services to members and prospective members.**
- **Ensures members are promptly and professionally served.**
- **Acts as Branch Manager as necessary.**
- **Trains, directs, and supervises Branch staff and performs various Branch functions as required.**
- **Three or more years Credit Union experience or equivalent or at least one-year post high school formal education.**
- **Two or more years experience in a supervisory position.**
- **At least one-year experience in a lending department.**
- **At least one-year experience in a teller or related position.**
- **Ensures the Credit Union's professional reputation is maintained.**
- **Strong public relation skills and member service skills.**
- **Bilingual is desired.**
- **Minimum lifting requirements 35 lbs.**

Qualified candidates must bring a resume' and complete an application at either the Ammon Branch, 3255 E 17th Street, Ammon, ID or the Main Branch, 865 S Woodruff Ave, Idaho Falls, ID. Selected candidates will be contacted and scheduled for an interview. In-house applicants may call LeAnne Korth.