



## Teller, Full-time

### Primary Location/Schedule:

- 1535 W. Sunshine Ave., Springfield, MO 65804
- Monday – Friday; 8:00 – 6:00 pm, and Saturdays 8:45 am – 12:00 pm
- Full-time - approximately 40 hours per week, occasional overtime

### Position Requirements:

- High school diploma or equivalent
- A minimum of two years of cash handling and customer service experience
- A minimum of one year of retail banking, including teller transactions and new accounts preferred

### Required Skills:

- Excellent customer service and strong communication skills
- Strong mathematical, problem-solving and computer skills
- Effective multi-tasking and organizational skills
- Willingness to proactively cross-sell bank products & services

### To Apply:

- Submit a completed application to Old Missouri Bank
- Applications can be obtained at [www.oldmissouribank.com](http://www.oldmissouribank.com) and will be accepted by email, fax, mail, or at any Old Missouri Bank location
- Contact Human Resources at [careers@oldmobank.com](mailto:careers@oldmobank.com) or 417-761-7196 for more information.

### Job Summary

Old Missouri Bank tellers must be friendly, personable and committed to delivering excellent customer service. They are responsible for processing routine transactions (deposits, withdrawals, payments, and check issuance), and may also perform various backup receptionist and/or clerical duties as needed.

### Benefits:

- **Excellent work environment** where you are appreciated and recognized for your individual efforts and contributions
- **Stability** with a locally owned community bank that is growing and expanding in the region
- **Paid Leave:** Vacation, Sick, Military, Bereavement, and Jury Duty
- **Full and partially paid insurance** plans: life w/ AD&D, disability, medical, and dental
- **Cost friendly insurance:** vision, critical illness, accident, supplemental life w/ AD&D
- **100% match of retirement** savings (up to plan limit)
- **Discounted financial service fees** on select OMB products and services
- **Plus more**

### Futures made brighter. Banking made better

A unique opportunity to join a small, but rapidly growing, community bank in Springfield, MO.

Old Missouri Bank was founded in 1999 with a commitment to excellence in service. We offer our customers the latest in banking products and services combined with old-fashioned customer service. We are committed to giving our customers the kindness, courtesy, and professionalism they deserve. This philosophy has resulted in our growth from one bank in Springfield to six banks in Springfield and the surrounding communities.

**Disclaimer:**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

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