



MEMBER FDIC

Customer Service Representative, Full-Time

Location: Highland County
(Leesburg, Greenfield, Lynchburg, Hillsboro)

Candidates must be able to provide prompt, friendly and efficient customer service, maintain and balance a cash drawer, abide by bank policies and follow procedures, accurately process customer transactions and potentially open new deposit accounts. Attention to detail and commitment to customer privacy is a must.

Bank employees are expected to portray a positive image both inside and outside of the bank. Customer Service Representative's are to display a caring attitude and understanding while assisting customers. Promoting our bank products is also a requirement of a CSR.

- High School diploma or equivalent is required.
- Customer service with cash handling experience is preferred.
- Reliable transportation is needed to allow for the ability to work at any office location as necessary.

Please send your resume to:

Southern Hills Community Bank
P.O. Box 345
Leesburg, OH 45135
Or info@southernhillscb.bank

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.