

Measures of Performance:

Achievement of established goals related to the size and quality of the loan portfolio; quality, reliability, thoroughness and timeliness of services provided to customers and co-workers; soundness of business decisions made regarding loan commitments; adherence to the Code of Conduct by keeping Bank and customer information confidential; participation in training and appropriate professional development, understanding of and adherence to Bank policies and procedures; professional workplace appearance and conduct.

Knowledge, Skills and Abilities Required:

Requires a college degree in business management or related area and at least two years of lending experience. Work experience should include an understanding of banking practices, financial statement and ratio interpretation, and excellent oral and written communication skills. Requires ability to write clearly and understandably to produce a variety of correspondence and reports; make presentations to groups (prospects, customers, management, Board of Directors); plan, prioritize and organize work effectively; analyze problems, propose reasonable solutions, make logical decisions, carry out decisions made, and follow up with feedback where appropriate.

Working Conditions:

Work is performed largely in an office environment although the nature of the position does require some time out of the office for closings and networking. Prolonged sitting and frequent mental and visual concentration for usage of computer and telephone may be required. Work hours are generally during normal business hours, with some occasional unscheduled evening and weekend work. There is an expectation of a certain level of community involvement.