



## CAREER OPPORTUNITY NOTICE

CONTACT	LOCATION	DEPARTMENT	JOB TITLE
Lisa Chapparo	Westside	Information Tech	Core Application Generalist

<b>WEEKLY HOURS:</b>	Full-time
<b>POSITION DESCRIPTION:</b>	Supports Information Technology department by providing support to the Core Banking Support Manager. Provides customer service through phone, written, and electronic mean, assisting internal customers with the Fiserv banking application. Generally, is new or has up to 6 months experience.
<b>JOB DUTIES:</b>	<ul style="list-style-type: none"> <li>• Provides support to end users on the Fiserv core banking applications in a timely and effective manner</li> <li>• Provides professional internal customer service</li> <li>• Assists with preparing audits, monthly certifications, and training</li> </ul>
<b>QUALIFICATIONS:</b>	<ul style="list-style-type: none"> <li>• Knowledge of the Fiserv systems (Integrated Teller, PBM, etc.)</li> <li>• Knowledge of Bank policies and procedures</li> <li>• Excellent customer service skills</li> <li>• Strong oral and written communication skills</li> <li>• Ability to make informed, sound decisions</li> <li>• BSA training required</li> </ul>
<b>NOTE:</b>	This position may require evenings and weekends. Although this is not usual, it may occur during major IT migrations/upgrades.
<b>PAY RANGE:</b>	\$20.00 - \$22.00 per hour

Call Lisa Chapparo at X4138:

- If you have an interest in applying for this position and meet the qualifications.
- If you know a qualified individual who may be interested in a career at The Bank of Hemet
- If you have any questions or would like additional information about the position.
- Please submit internal applications to HR at the Riverside Branch.

**The Bank of Hemet is an Equal Employment Opportunity Employer**

**Date: January 4, 2023**