

***Treasury Management Specialist***

The Treasury Management Specialist will serve as the liaison between the Treasury Sales Officers and members throughout all aspects of the sales cycle. They will implement products and services sold to the client, providing support for Treasury Management products, including product fulfillment and daily production work.

**What you’ll do:**

* Contact clients to implement new Treasury Management products and gather necessary information to establish new accounts to complete requests in accordance with bank policies, procedures and department Service Level agreements.
* Assist in preparing and presenting comprehensive sales proposals and presentations to prospective and existing members.
* Collaborate with Treasury Management Sales Officer to provide the Business Services and Retail groups with additional knowledge of Treasury Management products, pricing, and operations.
* Coordinate with Treasury Management Sales Officer to train members on new products and services.
* Responsible for producing, tracking, and monitoring reports.
* Identify product improvements and solutions by communicating client and prospect needs and participating in the development of new services or modifications of existing services.
* Perform other duties as assigned.

**What you’ll need:**

* Bachelor’s Degree in Business, Finance, or related field.
* 5+ years of experience with Treasury Operations.
* Basic knowledge of Treasury Management Products including Analysis Accounts, Business ACH and Wires, Sweep Accounts, and ZBA’s.
* Ability to create and maintain effective relationships with internal and external clients.
* Excellent verbal and written communication skills.
* Proficient with Microsoft Office (Word, Excel, and Outlook).

Reply to:

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Treasury Management Officer

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