

Employment Opportunity

Member Service Representative

Casual – Torquay Branch



Current Opportunity:

Radius Credit Union is seeking a **Casual Member Service Representative (MSR)** to serve our **Torquay Branch**. This position is casual with the potential to be part-time, with guaranteed minimum hours.

Job Profile:

Reporting to the Business Development Manager, the main role of the MSR is to provide timely and professional service to our members. Under general supervision, you will provide members with services related to the promotion and sales of cash and related deposit services with courtesy and accuracy and process member transactions. You must recognize members' needs and promote and cross-sell credit union products to members and potential members, referring to specialized staff when necessary. MSRs support branch functions and assist in administrative duties as required.

Qualifications:

Experience and education in the financial industry is an asset however we are willing to train the right candidate. Ideal qualities include: MSR experience and knowledge in the financial industry, strong organizational and time management skills, and the ability to work individually and as a member of a team. The successful candidate must have excellent communication and interpersonal skills, and working knowledge of various computer programs.

The Credit Union/Organization:

Radius Credit Union is a rural based community focused credit union with seven (7) branches, assets over \$465 million and nearly 50 employees serving 4700 members. **Radius Credit Union builds relationships by providing financial solutions and supporting its communities.** Employee engagement is valued and there is ample opportunity for growth for career minded individuals.

The Community:

Torquay is a small community of just over 250 residents, located a short 25 minute drive from the city of Estevan. The community offers a public library, playschool program, community club, post office, and a hockey arena which is a hub of activity all winter long. Local students are bussed to the nearby communities of Estevan or Oungre for schooling. Torquay is conveniently located just a short drive away from Rafferty Dam for fishing and boating, in close proximity to two regional parks including Oungre Park for camping and swimming and Mainprize park which boasts a beautiful 18-hole golf course, as well as all the "city" amenities in Estevan.

If you are interested in becoming part of our team please submit your resume, in confidence, by December 24, 2021 via email, fax, or mail to:

Radius Credit Union

Box 339

Ogema, SK S0C1Y0

Attn: Michelle Leonard, HR & Marketing Coordinator

Fax: 306.459.2950

michelle.leonard@radiuscu.com

We appreciate the interest of all applicants; however only those under consideration will be contacted.