



Bank Teller

So, what will I actually be doing?

The Bank Tellers are responsible for providing exceptional customer services including efficient and accurate transaction processing.

Some duties and responsibilities are:

- Accept deposits, loan payments, process checking and savings accounts withdrawals
- Balance cash drawer at all times
- Answer customer inquiries and refer them to the proper service area
- Assist customers in accessing safety deposit boxes
- Promote the bank products and services
- Assist in ordering, receiving, verifying and distributing cash
- Other duties as assigned

Average Salary ... between \$20,000 - \$30,000