

Job Title: Treasury Management Officer

Reports To: Director of Treasury Management

Job Summary:

Responsible for growth and profitability of the bank through sales/support of treasury services including; prospecting, marketing, selling, cross-selling, and implementing the Bank's commercial depository services and cash management products to customers and prospects. Additionally, the Treasury Management Officer will act as a liaison between customers and the Banks operations and implementation teams and manage customer relationships to ensure all needs are addressed.

Primary Duties/Responsibilities:

This list includes the current primary responsibilities of this position. It is not intended to be all-inclusive and is subject to change, as needed, for the purpose of operational efficiency.

- Represent the bank in the community in a positive, friendly and professional manner through outside activities, social events, civic and industry boards, volunteering opportunities and other business development activities.
- Maintain a clear understanding of the banks products and services to provide maximum support to prospects and customers.
- Establishes, builds, manages and maintains professional banking relationships with clients/prospects which utilize depository/cash management services.
- Develops and executes sales presentations for customers/prospects including cost/benefit analyses; service and fee comparisons, written proposals, and profitability analysis.
- Provide excellent customer service to facilitate all banking needs and maintain the banking relationship.
- Make in-person calls both jointly with lenders as well as independently on commercial customers and prospects.
- Increase penetration of treasury services utilization by current commercial clients to solidify/deepen client relationships for retention.
- Train the lending, depository and front-line staff to identify potential sales opportunities in respective market.
- Building rapport With Valliance Bank staff to be a subject matter expert and resource.
- Identify/refer lending or pure depository business to appropriate areas of the bank
- Identify market dynamics and communicating with management about new products, services, trends for new products/services
- Plans and implements product/service to customers and prospects
- Coordinate with operations to collect necessary documentation and information from customers to successfully complete the banking transition.
- Prepares and provides sales/service management tools for management including call plans, call reports, sales reports, and profitability.
- Coordinates service support for resolution of customer problems/complaints with depository/cash management services; communicates resolutions to customers; handles more

complex DDA/Deposit processing problems which reoccur or are of magnitude which affect customer relationships.

- Meet sales goals.

Education Requirements:

- High school diploma or equivalent required.
- College degree preferred.

Qualification Requirements:

- Excellent interpersonal and communication skills, both written and oral.
- Ability to work with detailed information in an efficient and accurate manner, while meeting established deadlines.
- Proficient computer skills, particularly in using Microsoft Office Tools, and the bank's current software system.
- Excellent organizational and problem solving skills.
- Motivated individual with the ability to work independently.
- General knowledge of banking principles and the corporate cash flow process.
- Friendly, assertive, service-oriented and enjoys working with others as a team player.
- Ability to analyze and resolve issues making sound judgments.
- Ability to manage time effectively and meet sales goals.
- Superior knowledge of bank products and services.
- Ability to influence and persuade others to achieve desired outcomes and meet goals.

Experience Requirements:

- Three to five years banking experience required
- Minimum of two year selling and/or supporting commercial and treasury management services preferred.

Physical Requirements:

- Normal office activity.
- Requires mobility and some travel.
- Requires reliable transportation and must maintain insurance.