**JOB POSTING NOTICE**

**About UMWSB:**

We are not your typical bank, and we like it that way. Our four business pillars, SBA Lending, Consumer Lending, Mortgage Lending, and Deposit Banking allow us to attract unique candidates of all experience levels to join our growing team.

**Job Title:** Business account representative

**Employment Type:** Full-Time, Non-Exempt

**Location**: Beachwood, OH

**Reports to**: Business Development Supervisor

**Position Summary:**

Employee is expected to initiate, develop, and service business relationships (Dealers) in an effort to generate new loans for the company. This can only be accomplished through a coordinated effort of outbound calls, email marketing, and print marketing. In addition, the employee will be responsible for Dealer Support, which is largely comprised (but not limited to) collecting and providing Dealer Enrollment Due Diligence and Website Training. Employees are required to represent the company in an efficient, professional manner at all times. In addition, the Business Development Supervisor will provide periodic sales goals and objectives to ensure development.

**Education and Experience:**  
High school diploma or general education degree (GED); or 1-year related experience and/or training; or equivalent combination of education and experience

**Required Skills/Abilities:**

* Excellent verbal and written communication skills; must be able to effectively communicate with bank personnel of all levels, and bank clients
* Strong analytical, organization, problem solving skills
* Basic Office Machine Operation Skills, Printers, Scanners, Copiers, Fax, postage machine, etc.

**Benefits:**

* Paid Time Off (PTO)
* Medical / Dental / Vision
* 401K
* Paid Family Leave

**How to Apply:** Email resume to [careers@umwsb.com](mailto:careers@umwsb.com)

United Midwest Savings Bank is an Equal Opportunity Employer.