

Sales Coordinator

Keen Bank is seeking an outgoing, energetic and goal-orientated individual with excellent customer service skills and sales experience to develop business relationships by promoting bank services and products. This individual is responsible for accomplishing management's marketing objectives of attracting new deposit business and expanding current institution relationships.

Duties & Responsibilities

- Responsible for promoting, selling, implementing, and troubleshooting business products and services including Cash Management, Remote Deposit, online and mobile banking services.
- Oversees Cash Management product installation and implementation within the bank and its branches and oversees the training of customer representatives.
- Contributes to the development of an institution-wide business growth plan in conjunction with senior management and the marketing department.
- Works to meet and exceed set sales goals through new business development, referrals, and retention of account relationships.
- Assists in meeting annual deposit and loan growth goals assigned by senior management and participates in various internal committees assigned by senior management.
- Knowledgeable of all bank products and services to deliver competitive and cost-effective solutions to existing and potential customers.
- Makes retention and business development calls on existing and potential new clients.
- Documents calls and makes weekly call reports to supervisor.
- Provides consultation to business owners regarding management and general business operations to determine product and service recommendations.
- Accompanies lenders in meetings with customers or potential customers to provide Cash Management and deposit account information.
- Reinforces the application of superior customer service through example, along with appropriate follow through with involved customers and employees.
- Maintains and follows through on customer contact regarding changes, additions, and other problems with cash management products.
- Consistently reviews current products and services for future improvements, expansions or elimination depending on market strengths and weaknesses.

- Represents the bank in various community, civic and community reinvestment functions.
- Assumes responsibility for special projects.
- May assist with the daily branch opening and closing duties.

Education & Experience

Three to five years sales experience and/or training; or the equivalent combination of education and experience. College degree preferred but not required.

Work-related experience should consist of cash management, sales background. Educational experience, through in-house training sessions, formal school or financial industry related curriculum, should be business or financial industry related.

About

Keen Bank is a local, family-owned and managed bank that has been proudly serving southern Minnesota since 1874 with three locations in Waseca, Hope and Ellendale, MN. Keen Bank is strongly committed to the communities it serves and to its dedicated employees.

How to Apply

Apply to Keen Bank, Attn. Human Resource Officer, 101 State Street N, Waseca MN 56093, fax: 507.835.9105 or email employment@keen.bank.

Keen Bank is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, age, religion, gender, sexual preference or orientation, gender identity, gender expression, national origin, disability, veteran status and all other protected classes.