

Job Train - Menlo Park (5924)
To: Employment Counselor
Date: 05/18/2024



94020
Los Altos, CA, 94020

Bank Teller

Benefits: Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

Salary range: \$20.00 to \$22.00 hourly
Employment status: Contract / Temporary

Description

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We are looking for a Teller who can start immediately for our client located in Palo Alto. This is a temporary assignment with the potential to convert to permanent, depending on performance! This role is perfect for anyone who has cashier or customer service experience.

Duties:

- Receive checks, money, debit and credit payments from clients.
- Solve any issues that pertain to the transactions.
- Answer all accounts- and banking-related inquiries.
- Follow company procedures to count and manage all the funds they receive from customers.
- Build and maintain customer relations by providing high-quality services.
- Reconcile all transactions at the end of their shift.

Requirements

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- Customer service experience in financial services, retail sales, or a goal- oriented environment preferred
- High school diploma, GED, or equivalent

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