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**Job Title: Full-time Teller, Centennial Bank, Trenton**

**Business/Location:** 100 W Armory St, Trenton, TN 38382

**Requirements:**

- Work well with others in a team environment.
- Provide excellent customer service.
- Preferred banking experience (not required).

**Responsibilities include but are not limited to:**

- Stay current on regulatory changes.
- Operate computer and applicable computer programs efficiently.
- Greet customers, answer phones, and assess customer needs.
- Perform all teller duties, including, but not limited to, duties listed on the rotating teller checklists.
- Process deposits, withdrawals, payments, and other cash/check transactions accurately.
- Explain, promote, and sell products or services such as deposit accounts, cashier's checks, etc.
- Exhibit attention to detail, learn and apply policies and procedures, and perform basic mathematical tasks.
- Balance teller drawer accurately.

**Contact Information:** Renee Morris [rmorris@mycentennial.bank](mailto:rmorris@mycentennial.bank)

**Send Resume to:** Apply online at [www.mycentennial.bank](http://www.mycentennial.bank). Select About, Careers, and "Click to Search Current Job Openings." Please indicate which position and location of interest. Deadline to apply is December 10, 2024.

Do you need help developing a resume or cover letter? Could you use some tips to prepare for an interview? Contact Carol Pham, Career Counselor, at 901-475-3105 or email at [cpham@dsc.edu](mailto:cpham@dsc.edu) or contact Ms. Carmen Pfeifer, Counselor/Career Services Coordinator at 901-475-3137 or email [pfeifer@dsc.edu](mailto:pfeifer@dsc.edu). Check out the DSCC [Career Counseling](#) webpage. Upload your resume to: [www.jobs4tn.gov](http://www.jobs4tn.gov).