



Employment Opportunities

Director of Commercial Lending

Tech Credit Union has an outstanding opportunity available for a proven commercial loan manager with experience in the small business community in northwest Indiana and surrounding area. The Director of Commercial Services represents Tech Credit Union and is responsible for marketing the commercial services program, originating commercial loans, developing new products and services, monitoring and coaching the team of loan officer/analysts and ensuring that sound lending procedures have been followed. The candidate must have 7 to 10 years of lending and management experience in a commercial banking environment, extraordinary sales and communication skills, the ability to perform a thorough business analysis and a proven record of meeting aggressive sales goals.

Tech Credit Union offers an excellent benefit package including health, life and disability insurance, 401K, paid holidays and vacations and a pension. Submit a resume and salary requirements to: TECH CREDIT UNION, Attn: Vice President of Human Resources, 10951 Broadway, Crown Point, IN 46307. Please reply by December 31, 2018.

Management Trainee

Tech Credit Union is looking for an individual to fill a management position within the branch operations area in Northwest Indiana and/or Northeast Illinois. This type of position is responsible for branch office staff supervision, overseeing operations, being a sales leader, and ensuring superior member service in a positive, productive, and timely fashion. Branch Management must represent the organization in a professional manner ensuring smooth and accurate operation, while adhering to credit union policies and procedures. They also are accountable for the daily flow of all branch functions.

The successful individual must

- 1) Be willing to work extended hours at multiple branch locations,
- 2) Be a fast learner
- 3) Demonstrate a willingness to embrace the organization and its policies and procedures
- 4) Direct, **educate, coach, and motivate** the staff,
- 5) Work with Senior Management to grow and improve the organization
- 6) Strive to improve member service and satisfaction
- 7) Assist with member problems and provide solutions
- 8) Be able to work within a total team atmosphere
- 9) Work to resolve problems or conflict between the departments
- 10) Have a solid grasp of the **concept of sales**, and be able to recognize all opportunities
- 11) Offer ideas and suggestions which can improve the organization and its value to the membership

If you think you are an individual who...

- 1) Can **work with and motivate** staff in all situations
- 2) Has a **total belief in and commitment to** member service
- 3) Can work with members in all situations
- 4) Believe in the purpose of Tech Credit Union with the desire to assist the organization achieve this purpose
- 5) Can **set an example for staff and co-workers** alike
- 6) Wish to contribute to the growth and continuing improvement of a strengthening, on-going organization

...then this opportunity might be for you.

We offer a competitive salary and comprehensive benefit package. If this sounds like you, forward a resume and a letter outlining why you feel you are the logical and ideal choice for this position to: TECH CREDIT UNION, Attn: Vice President of Human Resources, 10951 Broadway, Crown Point, IN 46307. Please reply by December 31, 2018.

Teller

Tech Credit Union is accepting applications for Tellers for our Northwest Indiana branches, with current full-time needs in our brand new Cedar Lake branch (under construction), Crown Point, Calumet City and part-time needs in our Valparaiso Branch (Rt. 30) and Lowell Branch (Rt 2). We are also seeking a full-time Teller for our Crest Hill, Illinois branch. We are seeking individuals who have a desire to help our membership achieve lifelong financial success. This union position requires the Teller to show proficiency in a variety of functions including, but not limited to, check and cash deposits to checking, savings and club accounts, loan payments, money orders, traveler's checks, new member maintenance, ordering of ATM cash cards, IRA deposits, drive-up, and other duties relevant to the position as assigned by management.

Minimum qualifications include:

- Must possess a strong desire to help members with exceptional, friendly service
- High School Diploma or Equivalent
- Previous cash handling, preferably in a financial institution
- Previous customer service experience
- Current working knowledge of Microsoft Office (MS Word and MS Excel)
- Must have open availability Monday through Friday between the hours of 7:15 am and 6:30 pm and between the hours of 8:00 am and 1:00 pm on Saturdays.
- Ability to work 40 hours per week
- Ability to work a maximum of 29 hours per week (Valparaiso and Lowell Branches)
- Must be able to regularly sit, stand, and walk throughout the branches
- Must be able to communicate effectively

We offer an attractive compensation package that includes Health Insurance, paid vacations, Personal/Sick Time, 401(k) opportunity with generous matching incentive, Pension Plan, and more for full-time employment.

If you are qualified and interested in this position, please submit an application of employment online or in person at any of our branches. You may send a resume to: Tech Credit Union, Attn: Vice President of Human Resources, 10951 Broadway, Crown Point, IN 46307 or fax to 1-219-662-4384.