



Employment Opportunities

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, East Chicago, Calumet City, Valparaiso and Lowell. 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.