

Corporate Office: 200 Palmer Street PO Box L, Stroudsburg, PA 18360-0160 Lehigh Valley Offices: Alburtis, Allentown, Bath, Bethlehem, Easton, and Nazareth (570) 421.0531

https://essabank.com/

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Business Description

ESSA Bank & Trust will be the leading service-oriented community financial institution offering a full range of financial products to Eastern Pennsylvania customers. We will ensure our long-term prosperity by providing products and service in a manner consistent with high standards of quality, on a profitable basis, at the fairest price, in order to create the best possible value for our customers. They will be delivered through distribution systems staffed and supported by customer-driven, friendly, productive employees with a high degree of integrity.

Our employees receive exceptional compensation and can select from a variety of benefits packages. If you are looking for a professional environment with the potential for growth, then look no further! The application process starts with filling out our secure online employment application. Once submitted, you can also fill out and submit our self-identification form; this is completely voluntary.

Knowledge, Skills, and Abilities Needed

We're looking for employees who are or have...

- Customer-driven
 - Friendly
 - Productive
 - Integrity

Connect with us on Social Media!



@ESSABankandTrust



ESSA Bank & Trust



@essabank



@ESSAbankandtrust



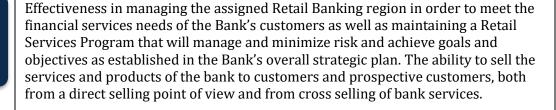
TELLER CAREER PATHWAY

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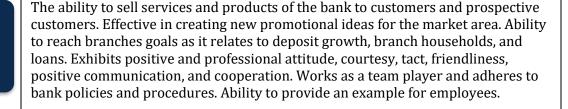
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Regional Manager





Branch Manager





Customer Service Specialist



Exhibits positive and professional attitude toward external customers and associates. Exhibits courtesy, tact, friendliness, positive communication, and cooperation. Works as a team player and adheres to policies and procedures. Ability to process customer transactions including verification of customer signatures, account information, and loan documents giving information to customers and answering questions, completing documentation and processing.

Head Teller

Able to provide an example for tellers. Exhibits positive and professional attitude toward external customers and associates. Ability to balance window, vault cash, ATM, and Branch Office, maintain proper cash limits, prepare various reports, answer questions, etc. Effective in adhering to bank internal operating policies and procedures.



Teller

A high school diploma or equivalent with an emphasis in a business or accounting curriculum. Moderate reading, writing, and grammar skills; proficient analytical and mathematics skills; proficient communicative and interpersonal relations skills; proficient eye-hand coordination; ability to operate various office machines; ability to lift approximately twenty (20) lbs. of coin; technical supervisory skills and sufficient skills to provide assistance in training of entry level Tellers; visual and auditory skills.