

CAREER PATHWAY

1120 S Cedar Crest Boulevard, Allentown, PA 18103 (484) 378-8185

FIND OPENINGS: www.riverviewbankpa.com/careers.html

Business Description

Riverview Bank is a \$1.2 Billion asset community bank headquartered in Harrisburg, Pennsylvania. Riverview Bank and its operating divisions operate 33 offices and proudly offer the best in personalized services to businesses and individuals in Berks, Blair, Centre, Clearfield, Dauphin, Huntingdon, Lebanon, Lycoming, Perry, Schuylkill and Somerset counties and surrounding areas.

Our professional advisory division, Riverview Wealth Management, provides top-notch investment advisory services and brokered transactions through Cetera Investment Services LLC, a full-service registered broker/dealer, as well as traditional Trust services through its wholly-owned trust division, Riverview Bank Trust Services.

Riverview Bank has roots dating back to December of 1900, when Halifax National Bank was founded in Halifax, PA. In 2008, Halifax National Bank joined with First National Bank of Marysville (founded in 1904) to form Riverview Bank. Riverview Bank expanded its presence in Schuylkill County in 2013 with the acquisition of Union Bank and Trust and into Somerset County in 2015 with the acquisition of Citizens National Bank of Meyersdale. In 2017, Riverview expanded into Blair, Centre, Clearfield, and Huntingdon counties and added another 13 branch offices when it acquired CBT Bank. With a keen focus on the communities we serve, Riverview combines a tradition of friendly, attentive service with 21st Century know-how. Stop in and visit one of our convenient branches today and discover the many benefits of Hometown Banking.

Knowledge, Skills, and Abilities Needed

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

- Proficient reading, writing, grammar, and mathematics skills
 - Proficient interpersonal relations
 - Proficient communicative and sales skills

Connect with us on Social Media!



@riverviewbankpa



CAREER PATHWAY

1120 S Cedar Crest Boulevard, Allentown, PA 18103 (484) 378-8185

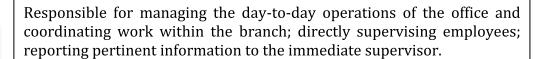
FIND OPENINGS: www.riverviewbankpa.com/careers.html

Community Office Manager Responsible for managing the Community Office to meet the financial services needs of customers; implementing strategies to achieve goals developed for the office; ensuring the office's compliance with operating policies and procedures and outside regulatory requirements.

Associate degree in Business or related field normally required; specialized retail banking education/training; NMLS registration. A minimum of 5 years related experience normally required.



Assistant Community Officer Manager



Opens accounts and originates new consumer loan applications according to Bank's policies and underwriting guidelines; may assist with the collection of delinquent accounts. Assists customers in obtaining specialized services from other Bank departments as necessary. A minimum of 4 years experience is generally required.



Customer Service or Universal Banker Responsible for performing a variety of duties to support the community office including: processing new accounts, soliciting new business and taking advantage of cross cell opportunities, performing Teller II duties; responding to requests for information; assisting the immediate supervisor with various administrative tasks to support office operations.

A minimum of 3 – 5 years experience is generally required.



Teller

Responsible for providing exceptional service to internal and external customers. Job duties include: receiving deposits and payments, cashing checks, ensuring proper endorsements are obtained, verifying signatures and customer balances, promotes and sells Bank products and services.

HS diploma or equivalent and a minimum of 6 months related experience normally required.

START HERE