



Depository Services Banker

Paygrade: \$28.00 - \$36.00 per hour

Locations: Newport Beach, CA

Who We Are: Genesis Bank is a California-chartered commercial bank organized by a group of highly experienced successful bankers and business professionals.

Why Genesis Bank? At Genesis Bank, you will have an opportunity to make an impact and play a key role in developing and delivering on the Bank's empowering mission of providing innovative and solution-oriented products and services to its clients, all while uplifting the communities the Bank serves and beyond. Our comprehensive health, dental, and vision benefits for eligible employees are available on your first day, 401k matching, flexible time off, competitive salary, gym access, paid federal holidays, and located in beautiful Newport Beach across from John Wayne Airport.

Duties and Responsibilities: The Depository Services Banker supports the development and maintenance of client relationships within the bank's specialty deposit group. This role collaborates with internal teams to ensure clients are aligned with appropriate banking solutions and services. Responsibilities also include opening new deposit accounts, responding to client inquiries and calls, and setting up as well as providing ongoing Treasury Management support to ensure clients receive seamless, high-quality service.

- Build and maintain strong client relationships, ensuring consistent service satisfaction and timely issue resolution.
- Open new deposit accounts, answer client calls, and serve as a primary point of contact for day-to-day service needs.
- Provide Treasury Management support, including product setup, onboarding, and ongoing client assistance.
- Collaborate with internal teams to identify and recommend appropriate banking products and solutions tailored to client needs.
- Participate in client meetings and presentations to represent the Specialty Deposits team and support relationship growth.
- Coordinate with internal partners to ensure seamless delivery of banking services and client onboarding.
- Maintain current knowledge of relevant banking regulations, compliance requirements, and internal policies.
- Provide input and support for periodic client account reviews and portfolio monitoring.
- Assist with reporting, documentation, and recordkeeping to support management oversight.
- Identify, manage, and mitigate risks associated with deposit products and Treasury Management services.
- Manage multiple detailed work assignments with accuracy, timeliness, and strong organizational skills.

Typical business hours are Monday through Friday, between 8:00 a.m. and 5:00 p.m.

No supervisory responsibilities.

Qualifications & Expectations

- Three to five plus years' experience in developing and retaining client relationships in a banking environment.
- Three to five plus years' experience in treasury management support including product setup and onboarding of specialty deposits products.
- Comprehensive understanding of banking compliance, general banking products, and services.

- Excellent verbal and written communication skills, effective listening skills, organizational skills, and attention to detail.
- Proficient with Microsoft Office Suite; intermediate to advance MS Excel.
- Computer skills include Microsoft Teams 365, Excel, Outlook, and Word.
- Ability to interact with all levels of management and team members.

We offer a highly desirable work environment with committed banking professionals who value teamwork and collaboration.

INSTRUCTIONS FOR APPLICANTS

Thank you for your interest in working with Genesis Bank! If you would like to apply for this position, please email kwiesinger@mygenesisbank.com a copy of your resume.

EQUAL OPPORTUNITY EMPLOYMENT

Genesis Bank is an Equal Opportunity employer. We are committed to providing equal employment opportunities to all employees and applicants without regard to race, religious creed, color, sex (including pregnancy, breast feeding and related medical conditions), gender, gender identity, gender expression, sexual orientation, national origin, ancestry, citizenship status, military and veteran status, marital status, age, protected medical condition, genetic information, physical disability, mental disability, or any other protected status in accordance with all applicable federal, state and local laws. All offers for employment with Genesis Bank are contingent upon the candidate having successfully completed a criminal background check. Genesis Bank will consider qualified candidates consistent with the requirements of applicable local, state and Federal law, including Section 19 of the Federal Deposit Insurance Act.

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