

# Employment Opportunity

## Member Service Representative

Part Time – Earl Grey Branch



### ***Are you looking for a career that offers endless personal potential and makes a difference in the community?***

Look no further! Radius Credit Union (RCU) is expanding our team, and we want someone who is driven, passionate and looking to build a better world. Radius Credit Union is seeking a Part-Time Member Service Representative (MSR) to be based in our Earl Grey Branch. This position will be guaranteed a minimum of **15 hours (2 days) per week**, with the opportunity for additional hours scheduled as needed.

Reporting to the Business Development Manager, the role of the MSR:

- Provides financial advice that looks out for the members' best interest
- Complete transactions while providing outstanding member service
- Help prevent and solve banking problems for members
- Refer members to specialized staff when necessary.
- MSRs support branch functions and assist in administrative duties as required.

### **Qualifications:**

Experience and education in the financial industry is an asset, however we are willing to train the right candidate. Ideal qualities include: MSR experience and knowledge in the financial industry, strong organizational and time management skills, and the ability to work individually and as a member of a team. The successful candidate must have excellent communication and interpersonal skills and working knowledge of various computer programs.

### **The Credit Union/Organization:**

Radius Credit Union is a rural based community focused credit union with eight (8) branches, assets over \$600 million and nearly 60 employees serving 5700 members. **Radius Credit Union builds relationships by providing financial solutions and supporting its communities.** Employee engagement is valued and there are many opportunities for growth for career minded individuals. Our organization has branches in Avonlea, Ceylon, Earl Grey, Ogema, Pangman, Radville, Tribune and Torquay.

### **The Community:**

Located approximately 70km north of Regina, the village of Earl Grey is a small farming community with several local amenities and activities to keep you busy year-round. The community boasts a ballpark, curling rink, skating rink, community hall, library, and several local businesses. The community of Southey, just 10 minutes to the east, provides many of the required services such as a K to 12 school, shopping, Health Center, RCMP, groceries and gas station.

**If you are interested in becoming part of our team please submit your resume, in confidence, on or before August 11, 2023, via email, or mail to:**

### **Radius Credit Union**

Box 339

Ogema, SK S0C1Y0

Attn: Michelle Leonard, HR & Marketing Coordinator

[michelle.leonard@radiuscu.com](mailto:michelle.leonard@radiuscu.com)

*We appreciate the interest of all applicants; however only those under consideration will be contacted.*