

Chino Commercial Bank is seeking qualified applicants for the Branch Manager position at our Rancho Branch location. Applicants must be friendly, ambitious, smart and possess excellent customer service skills.

SUMMARY

The position of Branch Manager is responsible for managing a full service branch, and developing new deposit and loan business. The Branch Manager provides leadership, training and supervision to personnel within his or her branch, provides a superior level of customer relations and service within the branch and the Bank and ensures compliance with Bank policies and procedures. The position of Branch Manager is responsible for attaining established Bank and branch goals through active participation in sales management and officer call programs, tracks and analyzes banking economic trends and makes recommends to senior management. This position performs supervisory duties of branch and managerial staff, and coordinates managerial staff coverage within the branch, and may perform duties in the absence of Regional Manager and other such management capacities. This employee must maintain compliance within audit, internal controls, security, BSA, and CTR standards.