



First Federal Bank of Louisiana Job Description

Job Title: Teller
Department: Teller

SUMMARY

Performs all phases of teller operations including usual paying and receiving functions plus a variety of duties pertaining to customer transactions. Cross sells products and services.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED). Some cashier or previous teller experience preferred.

PHYSICAL DEMANDS

The employee must frequently lift and/or move up to 25 pounds.

SCHEDULING

Work schedule for a full time teller will vary depending upon location, but will consist of an 8-hour shift between the hours of 7:45 a.m. - 6:30 p.m., Monday through Friday. Occasional overtime may be required. Part time tellers must be able to work 1:30 p.m. - 6:30 p.m., Monday through Friday. Regular attendance is required of all tellers.