

# VACANCY



Bank of St. Helena Ltd.

## Bank Teller

**1 Year Fixed-Term Contract**

*Commencing at £8,796 per annum*

Bank of St Helena Limited is seeking to recruit a suitable person to fill the vacant position of a Bank Teller. This position will be offered on a 1 Year Fixed-Term Contract from 01 April 2024.

This position will incur significant contact with the public and other Bank staff. The successful candidate must be flexible, demonstrate courtesy and provide excellent customer service at all times. They must have a keen eye for detail, exhibit high accuracy levels and have the ability to work under pressure and meet deadlines, whilst working well with others as part of the wider Bank team.

The main duties of the post include:

- Undertaking counter transactions for customers and posting these to the Bank's computer system;
- Cash handling and assisting customers in meeting their banking needs and queries;
- Providing assistance in the delivery of Remote Banking services;
- Any other duties.

Interested persons can contact Mrs Diana Benjamin, Teller Services Manager on email [tellerservicesmanager@sainthelenabank.com](mailto:tellerservicesmanager@sainthelenabank.com) or Miss Merle Peters, Human Resources Manager on email [hrmanager@sainthelenabank.com](mailto:hrmanager@sainthelenabank.com) or contact them on 22390 for more information.

An Application form and a job profile is available upon request from the Bank.

Completed application forms should be addressed to Miss Merle Peters, Human Resources Manager, Market Street, Jamestown or emailed to [hrmanager@sainthelenabank.com](mailto:hrmanager@sainthelenabank.com).

**Closing date for applications is 29 March 2024.**

*Choose a career with Bank of St Helena and enjoy competitive benefits.*



Bank of St. Helena Ltd.

Established and regulated in St Helena under the Financial Services Ordinance, 2008 and 2017, the Financial Services Regulations, 2017, the Company Ordinance, 2004 and the Company Regulations, 2004



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