

vacancy

SWANSEA
BUILDING SOCIETY

www.swansea-bs.co.uk

Branch Manager Cowbridge, Vale of Glamorgan

The Society is looking to appoint a full time Branch Manager for its new Cowbridge branch in the Vale of Glamorgan.

The Branch Manager will be responsible for running the branch as well as generating and writing new mortgage business/managing customer relationships in the Vale of Glamorgan and Cardiff areas. Working closely with the Society's Business Development Manager and Head of Savings/Area Manager (East Wales), the Branch Manager will be the face of the Society in the Vale of Glamorgan and Cardiff and will be responsible for ensuring the Society meets its targets for the new East Wales region.

The successful applicant must be able to demonstrate proven abilities in a branch mortgage sales/business development role within a building society or banking environment. Furthermore, he/she will be required to manage operational procedures in several business areas as efficiently as possible, whilst maintaining a market leading level of customer service. CeMap qualification is required.

The ideal candidate will be self-motivated, well organised and be able to work under pressure meeting challenging targets and deadlines. Reporting to the Head of Savings/Area Manager (East Wales), you will be responsible for five staff. Experience of managing and developing people is desirable.

The role offers a competitive salary plus sector benefits including a Society wide annual bonus scheme.

If you believe that you have the right skills, please send your CV with a covering letter explaining why you think you are suitable for the position applied for to:

Mr Richard Miles,

Head of Savings/Area Manager (East Wales),

e-mail: richard.miles@swansea-bs.co.uk

Swansea Building Society 11-12 Cradock Street, Swansea SA1 3EW

Closing Date: 31 July 2017

Swansea Building Society is an equal opportunity provider

vacancy

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Cashier / Customer Service Officer
(Part-Time Job Share) Cowbridge, Vale of Glamorgan

The Society is looking to appoint part-time cashiers (job share) for its new Cowbridge branch in the Vale of Glamorgan.

The successful applicant(s) will work three full days a week (9am-5pm) one week, two full days a week (9am-5pm) the following week as well as every other Saturday from 9am to 12pm. You will also be expected cover for staff sickness, holidays and training as and when required.

Our cashiers need to possess good communication/interpersonal skills, diplomacy and tact as they will be dealing directly with the Society's customers and introducers, providing them with both cashiering and administrative services.

Previous experience of working within a bank or building society environment is preferred.

The role offers a competitive salary plus sector benefits including a Society wide annual bonus scheme.

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Head of Savings/Area Manager (East Wales),

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