

## **Retail Representative I – Job Description Summary**

Performs all functions that are service related for customers in support of the service and sales culture. Cross sell all organization products and services as appropriate. Primary function is to handle monetary transactions on accounts, as requested by customers.

The complete job description covers the following topics:

- Essential duties and responsibilities
- Performance standards
- Qualification requirements
- Education and experience
- Language skills
- Mathematical skills
- Reasoning ability
- Other skills and abilities
- Physical demands
- Work environment