



JOB POSTING NOTICE

All applications will be reviewed and selected for posted positions without regard to race, color, religion, national origin, sex, age, marital status, or disability.

Posting Date: March 4, 2008

Job Posting #	Position/Status/Grade	Location
08-034	Investment Executive Full-Time/Exempt Commission	PremierWest Investment Services, Redding, CA

Summary:

Responsible for the origination and sale of investment products to customers. Provides excellent customer service. Participates in business development and sales activities.

Relationships:

*Reports to: VP, Program Manager/PremierWest Investment Services
Contacts: Customers, bank personnel and outside contacts*

Duties and Responsibilities:

- *Focus on Customer and provide quality customer service*
- *Sells and services non-traditional bank products such as stocks, bonds, tax-deferred annuities, mutual funds and other financial services.*
- *Actively sells insurance products*
- *Cross-sell services provided by the bank.*
- *Provides prompt, efficient and accurate service.*
- *Participates in community and professional organizations*
- *Represents the Department and Bank in a courteous, friendly and professional manner*
- *Maintain a current knowledge of and process work in accordance with Bank policies and procedures*
- *Specifically adhere to the Bank's CIP, BSA and related security procedures*
- *Complete required Compliance training within established time frames*
- *Other duties as assigned*

Position Qualifications:

- *3-5 or more years experience in Investment and Securities Sales with a proven track record.*
- *Insurance and securities licenses required (Series 7, 63, 65 or 66)*
- *Excellent customer service skills.*
- *Ability to match customer needs with appropriate investment vehicles.*
- *Ability to make group, individual, and corporate presentations.*
- *Excellent organizational skills, detail orientation and ability to work independently*
- *Ability to work quickly, manage multiple priorities and meet deadlines*