



## **Toledo Teachers Credit Union, Ltd.**

Queen Street, Punta Gorda Town

Post Office Box 95

Toledo District, BELIZE C. A.

Phone Nos: (501) 722-2522, 722-0060, 722-0056, 671-2522

E-mail: [ttcu@btl.net](mailto:ttcu@btl.net)

### **VACANCY**

Suitable applications are being invited for the post of **Teller (Bella Vista Branch)** for the Toledo Teacher's Credit Union Ltd. Teller manages the daily cash functions of the credit union balancing on a daily routine.

#### **Major Duties and Responsibilities:**

1. Daily balancing of cash account receiving and disbursing members deposits.
2. Assist with all other duties assigned from time to time.

#### **Skills:**

- Excellent Customer Service (PR)
- Bilingual- English/Spanish
- Trustworthy and Active Listener

#### **Qualifications:**

Education - Associate degree in Business Administration or a related field with a minimum of 2 years' experience in a financial sector.

#### **Application packages should include:**

- Letter of Application and A current Curriculum Vitae
- Copies of Relevant Diplomas/Certificates
- Two letters of recommendation or references.
- A recent Police Record and Proof of Address
- Valid Social Security Card or Passport (Belize)
- Proper notice for commencement of work and Recent Medical Examination

Package can be sent to the General Manager

Deadline for submission of application is September 6<sup>th</sup>, 2024

Mr. Leopoldo Romero

General Manager

Queen Street

Punta Gorda Town

Toledo District

Belize

Online application can be sent to [lromero@ttcupg.org](mailto:lromero@ttcupg.org)

Toledo Teachers Credit Union is a viable, innovative, socially responsible and transparent financial institution that provides the most efficient, reliable, convenient and competitive financial services to its member-owners and community through education, the use of modern technology, good governance and sound financial management practices.