



Business Development Officer

First Resource Bank, a thriving community bank headquartered in Exton PA and recognized as one of the “Best Places to Work,” is seeking a motivated full-time Business Development Officer.

The Business Development Officer is a forward-thinking, outspoken advocate for the Bank and the community we serve. They are a self-driven individual, capable of independently booking and managing a calendar of result-oriented activities. Their meaningful engagement with the local community builds name and brand recognition and grows deposit dollars. At the heart of their community engagement is authenticity, charisma, and service to others. Primarily, they are responsible for onboarding new business customers to the Bank and for evaluating existing relationships to uncover and capitalize on additional deposit opportunities. Secondly, they are responsible for collaborating with other departments within the Bank to continuously expand upon, improve upon and advocate for the overall customer experience.

Primary duties include:

- Identify, acquire, and grow new deposit relationships with business customers through efficient and intentional prospecting to meet or exceed annual deposit growth goals
- Maintain detailed and timely documentation of all deposit growth efforts and results on pipeline
- Responsible for all phases of the sales process:
 - Identifying leads through a number of methods including, but not limited to:
 - Networking efforts
 - Collaborating with community partners
 - Engaging Centers of Influence
 - Community involvement and volunteerism
 - Non-profit board or committee membership
 - Uncovering needs and opportunities
 - Leveraging product and service knowledge to provide solutions
 - Preparing creative, thorough, and precise banking proposals
 - Offering and overseeing a detailed action plan to transition and onboard new relationships and accounts
 - Coordinating introductions to internal team members in Lending and/or Cash Management, dependent upon a customer’s needs
 - Committing to operational proficiency when servicing customer requests
- Strengthen and deepen existing customer relationships with the Bank through expansion of products and services, along with encouraging the connections and partnerships between customers of the bank
- Collaborate inter-departmentally with colleagues to develop new strategies, champion marketing efforts, and lead deposit growth projects and initiatives
- Research the market trends and the competition to ensure that our offerings and solutions are relevant
- Proactively engage the community on an ongoing basis, including volunteerism, non-profit board service, non-profit committee service, and networking
- Readily and proficiently, we serve, mentor, support, and back-up the Branch and Cash Management team members to ensure we are adequately staffed and can serve our client base to the highest standard of excellence
- Be proactive, innovative, and creative in meeting customer and enterprise needs, as well as pursuing opportunities for personal professional growth
- Question status quo and be the catalyst for positive change when you identify opportunities for the Bank to do better

- Be willing and able to travel locally at least 50% of the time, as well as be flexible in scheduling early mornings, late evenings, and weekends for prospect meetings and/or community events on an as needed basis
- Maintain an up-to-date calendar and be readily available during business hours outside of scheduled bookings
- Be willing and able to provide branch coverage on the teller line and at the customer service desk no less than 4 Saturdays each calendar year

Skills / Requirements:

- Proficient written and verbal communication
- Captivating public speaking skills
- Knowledge of banking industry standards and best practices
- ROI and data analysis skills
- Business intelligence skills
- Ability to develop, communicate and manage plans of action
- Flexible schedule and ability to travel
- Proficient in Microsoft office products, particularly Excel and Word
- Experience with Jack Henry and Profit stars systems is preferred
- Active volunteerism in the community

Education and Experience:

- High school diploma or equivalent.
- 1+ years of business development or sales experience required
- 5+ years of business banking experience required
- 5+ years of customer service experience required

Physical Requirements:

- Prolonged periods of sitting at a desk and working on a computer
- Ability to travel frequently among various locations

At First Resource Bank, you will enjoy an incredible family-style, community-focused atmosphere. Our excellent benefit package reflects the respect and appreciation we have for our team members.

We offer:

- Excellent annual compensation commensurate with experience
- Health, dental, vision, short- and long-term disability, and life insurance
- Enrollment in 401K plan with company contribution (after 6 months of service)
- Optional enrollment in ESPP stock plan (after 6 months of service)
- Paid time off
- Additional days off for Federal Holidays

First Resource Bank is an Equal Opportunity Employer

Please submit resume and cover letter to:

<https://recruiting.paylocity.com/recruiting/jobs/All/03c33d56-8789-45c2-bf68-69ba32f70460/First-Resource-Bank>