



CAREER OPPORTUNITY

DATE: November 17, 2020

POSITION: Cash Management Specialist

LOCATION: Cullman, AL; Administrative Office

SALARY RANGE: Commensurate with Experience and Qualifications

REPORTS TO: Cash Management Manager

COMPANY PROFILE:

Alabama Farm Credit (AFC) stands strong as an \$982 million enterprise dedicated to the financial needs of rural communities. In short, we help fund new ways to grow food, generate energy, access technology, and otherwise improve life in rural America. A career at Alabama Farm Credit can offer you the opportunity to make a personal impact on the people and communities where we do business. The institution is headquartered in Cullman, AL with five offices that serve the northern twenty-seven (27) counties of Alabama. We also provide competitive compensation, health and wellness benefits, company-funded retirement plan, matching 401(k), and professional development programs.

POSITION SUMMARY:

The Cash Management Specialist is responsible for loan funding requests and ensuring disbursements are properly documented for completion. The candidate for this role will be focused on responding to approved loan disbursement requests, applying loan proceeds, researching customer service inquiries and assisting with moderately complex issues. As a cash management specialist, the candidate must possess an understanding of standard processes and procedures, general loan accounting, and have the ability to perform under general to minimal supervision.

EDUCATION AND EXPERIENCE REQUIREMENTS:

A Bachelor's degree in Accounting or a business-related field preferred plus a minimum of one (1) to five (5) years of experience in banking, lending or accounting with a related financial services organization. Preference will be given for applicants with loan disbursement experience.

JOB PURPOSE AND SCOPE:

- As a member of the Cash Management team, primary responsibilities include all loan (and some accounting) disbursements along with updates to AFC's systems such as:
 - Loan Funding
 - Wires
 - Checks
 - ACH transactions
 - Internal transfers

- Loan Booking & Payoffs
 - Deposits
 - Input customer's loan payments
 - Reconcile daily deposit activity for management review
 - Input and account for integrator assignment receipts
 - Other Loan Activity
 - Payment reversals and billing
 - Research positive pay exceptions
 - Research treasury system activity
 - Assist management with reconciling general ledger loan activity
 - Customer Service Oriented
 - Displays Urgency in resolving branch/customer concerns
 - Multi-Tasker
 - Strict Confidentiality
- Additional responsibilities may include:
 - Policies and procedures
 - Obtain basic understanding of association's treasury products

BENEFITS:

- An outstanding company-wide incentive program
- Accommodating and flexible vacation and sick leave
- 12 paid holidays
- 401(k) plan with up to a 9% employer contribution/match
- Affordable health, dental, and vision plans
- Employer paid life insurance and disability
- Tuition reimbursement (100%)
- Up to \$800/year wellness reimbursement
- Company paid clothing allowance

APPLY OR REQUEST ADDITIONAL INFORMATION:

If you would like to apply, please send your resume to:

Alabama Farm Credit, ACA
 Attn: Brandi Jones
 P. O. Box 639
 Cullman, AL 35056-0639
 Email: apply@alabamafarmcredit.com

Requirements of the job include the ability to do the work, with or without reasonable accommodations. It is the Association's policy to make reasonable accommodations for individuals with disabilities. Leadership retains the right to add, subtract or change duties of the position at any time.

This document does not create an employment contract, implied or otherwise, other than "at will" employment relationship.

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.