



*The Honesdale National Bank*

800-HNB-9515 • [www.hnbbank.bank](http://www.hnbbank.bank)

Member FDIC

**Position: Loan Operations Supervisor**

**Function:** Responsible for directly supervising the loan processing function to ensure steady work flow and to meet established deadlines; includes the direct supervision of clerks and related personnel assigned to the department; duties may include training and formulating work schedules; must be a working supervisor performing routing tasks.

**Education:** B.A. degree in Accounting or Business Administration is preferred or a high school diploma with related experience.

**Experience:** Minimum of five (5) years prior banking experience preferred.

**Skills:** Good keyboarding and PC skills, proficient in Microsoft Office products, and highly effective communication skills. Must be accurate and detail oriented, strong managerial abilities, have advanced troubleshooting and multi-tasking.

**[Click here to apply securely online!](#)**

*The Honesdale National Bank is an equal opportunity employer of women, minorities, protected veterans and individuals with disabilities.*

[EEO is the law.](#)