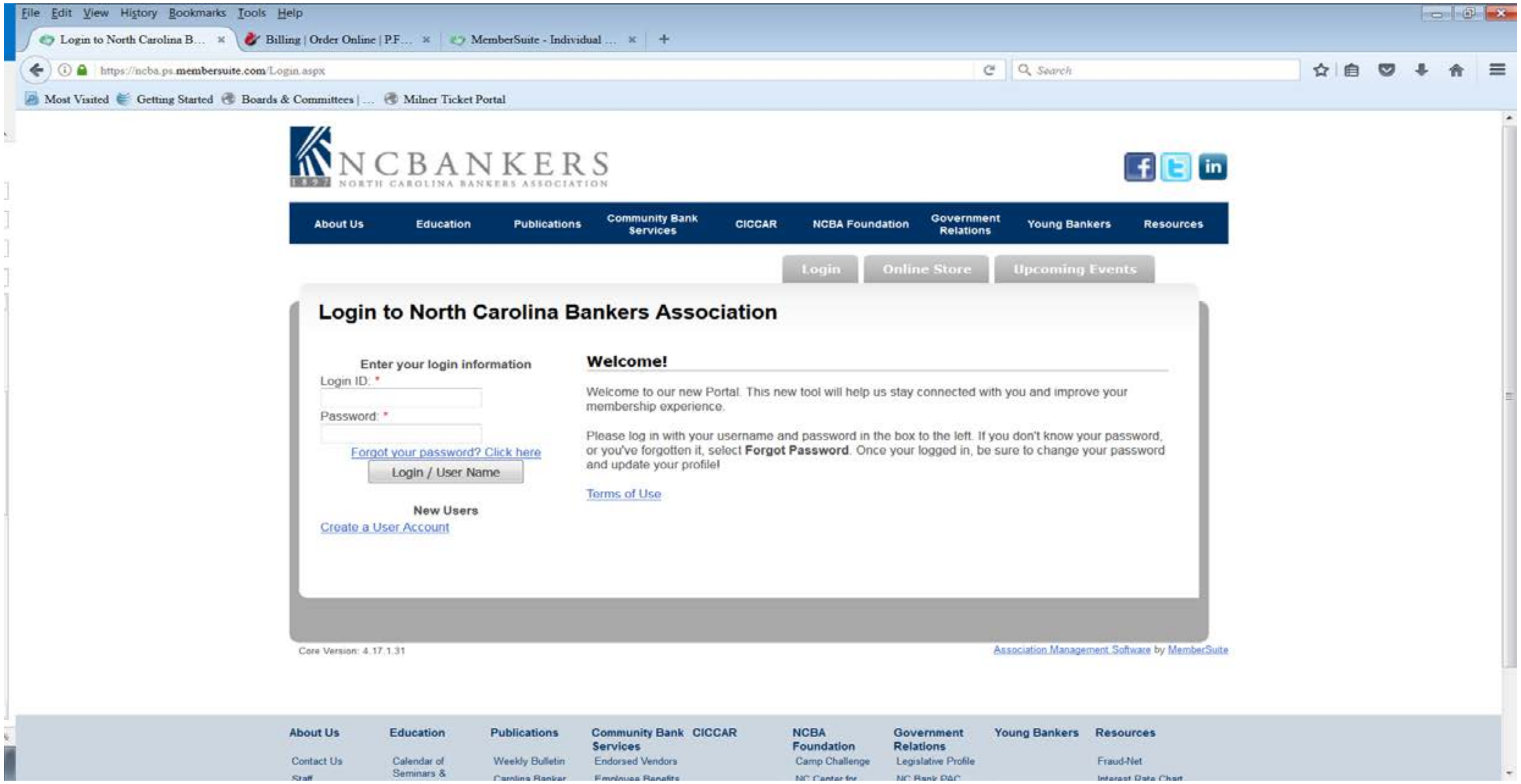
NCBA Career Center in MemberSuite

The NCBA has a Career Center located inside of our Portal powered by MemberSuite. This is an avenue available to our members to post job openings and individuals to post their resumes in a central location. You do not have to be a member of the NCBA to upload a resume to our Career Center but you do have to have a MemberSuite account. Anyone can create an account by going to www.ncbankers.org and click on Portal Access in the upper right corner of the screen.

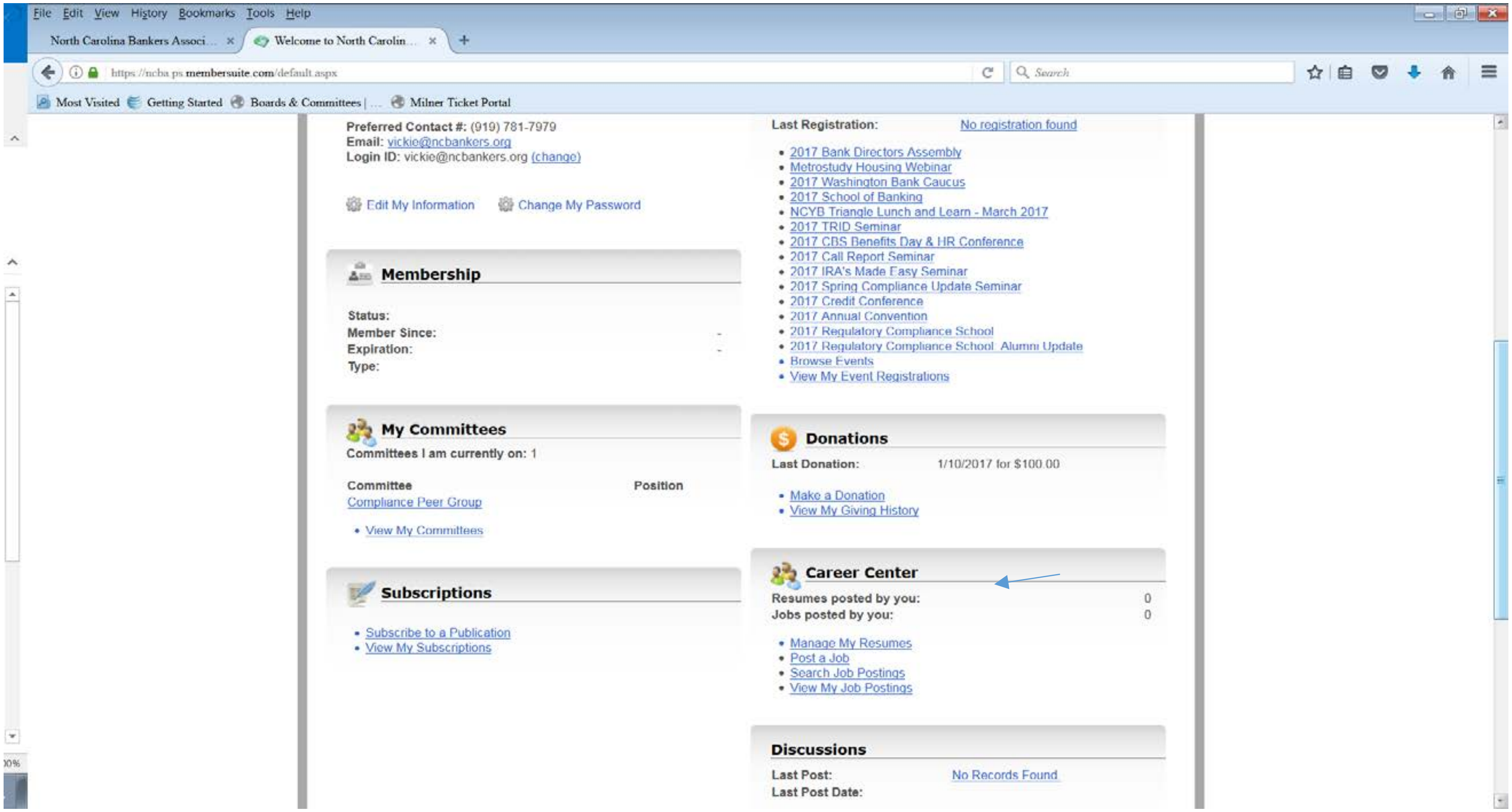


Click on the “create a user account” link to go through the steps to create an account. You will receive a welcome e-mail once your account has been created.

Once you follow all of the steps within the email and login to the portal you will see a page like the one featured below.

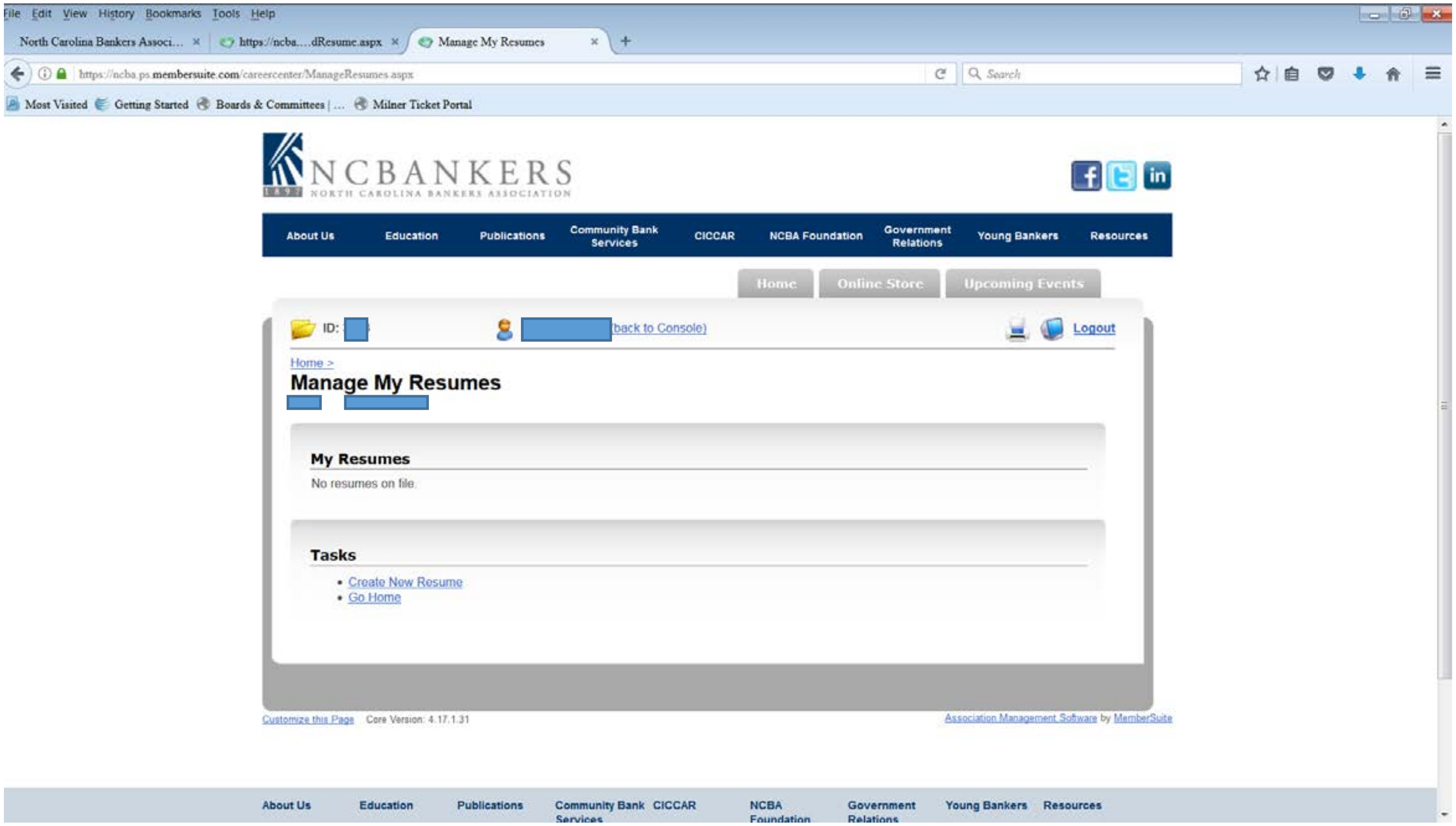
From here you can edit your contact information.

Log into your MemberSuite Portal by going to www.ncba.com and clicking on Portal Access in the upper right corner of the screen. This will bring you to the login screen where you will enter your e-mail address and password. If you have forgotten your password, you can click forgot password and it will auto generate one for you to log into MemberSuite. You can change your password once you are logged in. This is what the screen will look like once you are logged into MemberSuite.

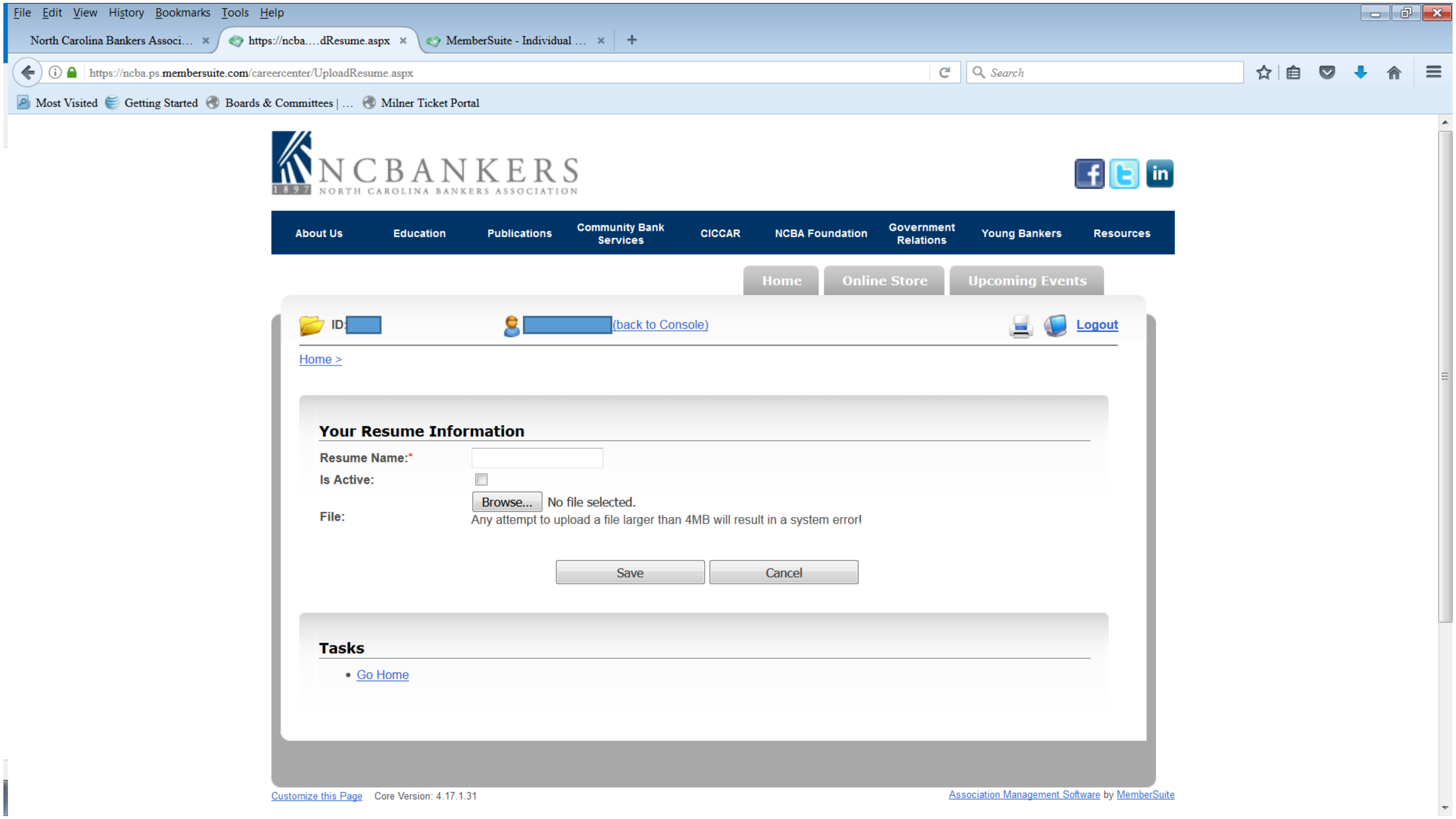


From here, as an individual you can view any job postings that have been uploaded to the site. NOTE: Once you upload your resume, the Resumes Posted by You will change to one from zero.

If you are posting your resume for the first time to the site, I would suggest that you give the file name for your resume as your name and a date. That way if you need to update your resume, you can be sure the current one is uploaded. You would then click on Manage My Resumes (below is the screen you will be taken to).

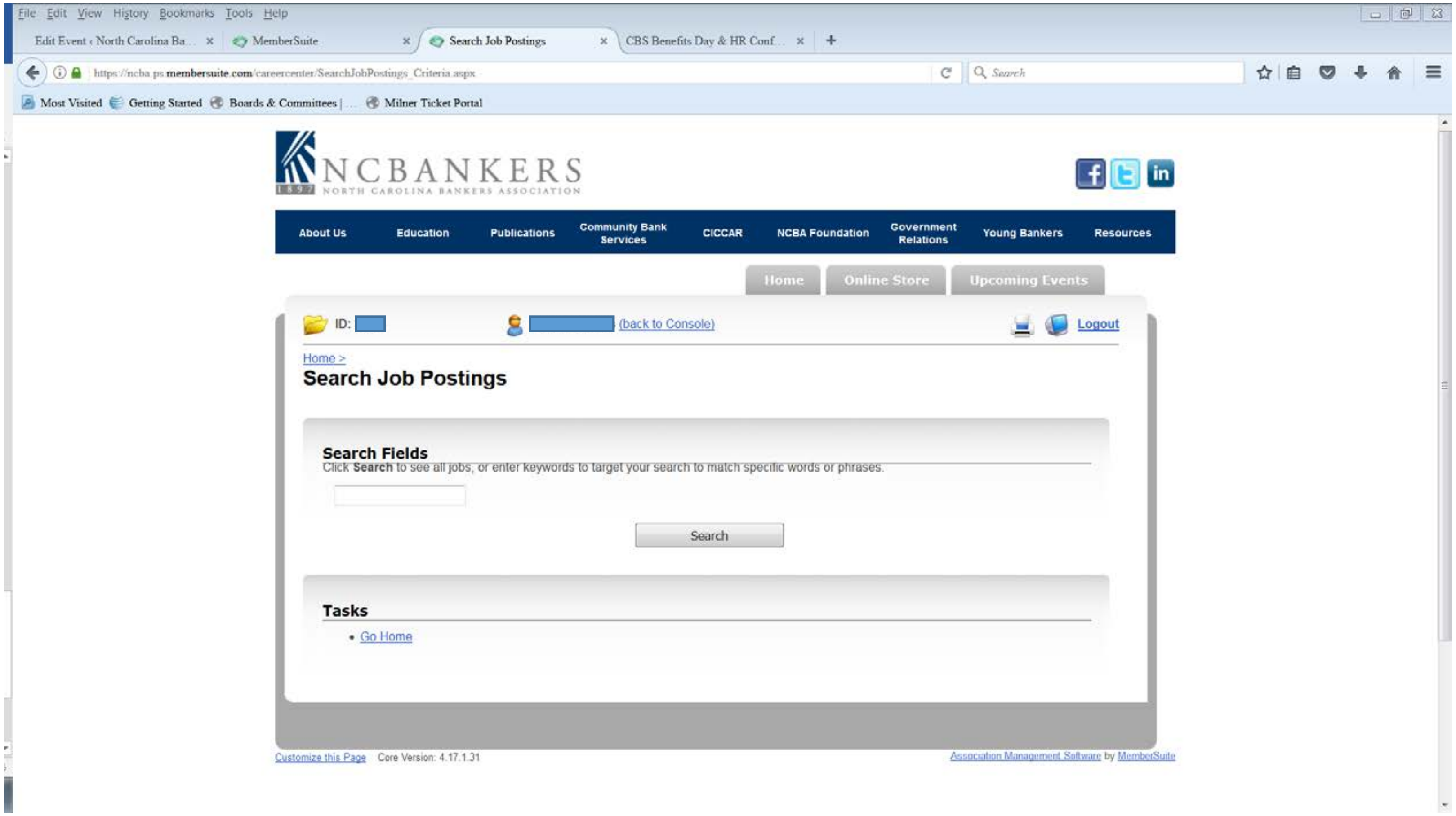


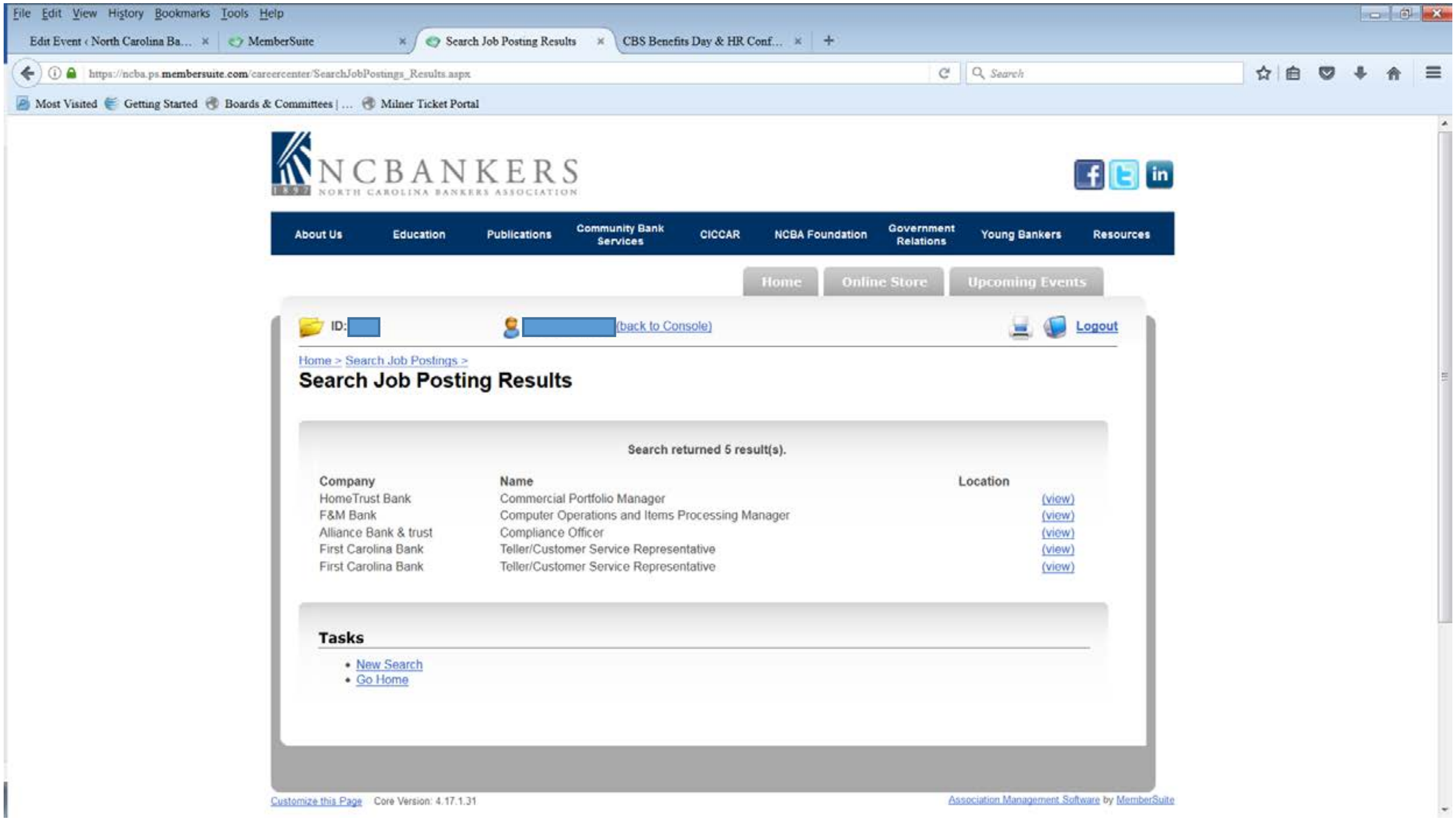
You would then click on Create New Resume and be taken to the screen below. This is where the naming becomes important to have each version of your resume have a unique file name (thus using the date as an addition to your name). Click Browse to locate the file to be uploaded and click save.



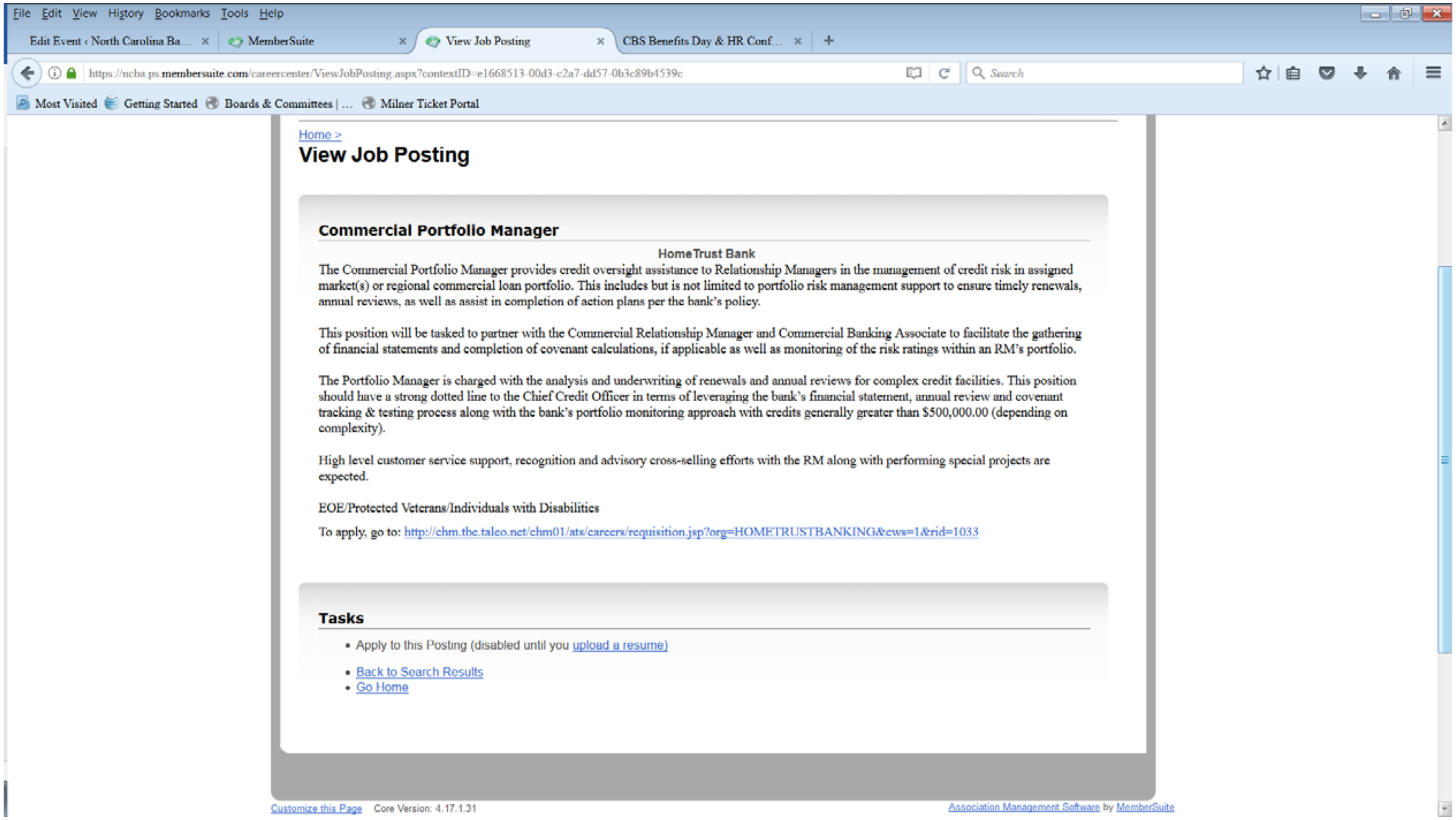
Should you need to revise your resume and upload another one, you would get the screen above and locate the new file and click save to update your resume.

If you want to see what jobs have been posted to the site, you would start at your individual log in screen and click Search Job Postings. Then click search





You would then click on the word (view) beside the job posting you are interested in viewing.



Home >

View Job Posting

Commercial Portfolio Manager

HomeTrust Bank

The Commercial Portfolio Manager provides credit oversight assistance to Relationship Managers in the management of credit risk in assigned market(s) or regional commercial loan portfolio. This includes but is not limited to portfolio risk management support to ensure timely renewals, annual reviews, as well as assist in completion of action plans per the bank's policy.

This position will be tasked to partner with the Commercial Relationship Manager and Commercial Banking Associate to facilitate the gathering of financial statements and completion of covenant calculations, if applicable as well as monitoring of the risk ratings within an RM's portfolio.

The Portfolio Manager is charged with the analysis and underwriting of renewals and annual reviews for complex credit facilities. This position should have a strong dotted line to the Chief Credit Officer in terms of leveraging the bank's financial statement, annual review and covenant tracking & testing process along with the bank's portfolio monitoring approach with credits generally greater than $500,000.00 (depending on complexity).

High level customer service support, recognition and advisory cross-selling efforts with the RM along with performing special projects are expected.

EOE/Protected Veterans/Individuals with Disabilities

To apply, go to: http://chm.tbe.taleo.net/chm01/ats/careers/requisition.jsp?org=HOMETRUSTBANKING&cws=1&rid=1033

Tasks

- Apply to this Posting (disabled until you upload a resume)
- Back to Search Results
- Go Home

Customize this Page Core Version: 4.17.1.31 Association Management Software by MemberSuite

If you are interested in sending your resume in response to this job posting, you would need to click on upload resume or follow the instructions on applying for the job (this example has a link to apply).

Our members can search the resumes that have been posted by individuals and individuals can search the job postings submitted by our members (if you have been assigned the access to do so). You would simply log into MemberSuite and look under the Career Center tab. If you want to search for resumes, click on Search Resumes. It will bring you to a screen that has Search Fields listed, click on Execute Search and it will populate a list of the resumes that have been uploaded to the Career Center in MemberSuite. If you want to search the job postings, you would click Search Job Postings. It will bring you to a screen entitled Search Job Postings and you would click on Search and it will show you the jobs that have been posted. You can also search job postings or resumes by using the key word search field in the job postings or resumes screens

Should you have any questions or need assistance in any way, please contact Vickie Bowers (vickie@ncbankers.org or 800-662-7044).