



## **Member Service Representative Kelvington Branch Accent Credit Union**

The Member Service Representative is a retail specialist, handling various banking services such as daily transactions, term deposits, safety deposit boxes, and card products for our members. This role is pivotal at the credit union; as the first point of contact, you guide members to the appropriate specialist, whether yourself or another team member. Your friendly and welcoming personality adds value and flourishes in a positive workplace atmosphere.

The successful candidates will undergo a training program to prepare for a successful career with Accent Credit Union, offering potential advancement opportunities. Your daily responsibilities will focus on meeting our members' needs and embodying our service-oriented culture, encapsulated by our motto "We put the Accent on Service!" You will specialize in daily banking operations such as deposits, withdrawals, bill payments, investments, and resolving card and online banking issues. Your dedication will support our business growth through referrals to in-house experts when needed, benefiting our members, the credit union and communities.

We are actively recruiting a **Temporary Full Time Member Service Representative** to work in our Kelvington Branch, to cover a Maternity Leave for up to 22 months. The successful candidate may have the opportunity of working across our various branches! You will be joining a supportive team within an organization that values your efforts. We provide competitive wages, appealing vacation allowances, group benefits, a pension plan with employer and employee contributions, and a wellness program, along with various other enticing benefits.

### **Education & Qualifications**

- Grade 12 Diploma
- Experience with cash and customer service
- Bondable
- Working knowledge of computer systems
- Credit Union experience considered an asset
- Commitment to continuous self-development

**Qualified applicants are invited to submit their resume and cover letter in confidence by September 22, 2025 to:**

Lacey Nicholls, Human Resources Administrator  
Quill Lake Branch – Box 520, 78 Main St., Quill Lake, SK, S0A 3E0  
[hr@accentcu.ca](mailto:hr@accentcu.ca)

*We appreciate the interest of all applicants; however, only those selected for interviews will be contacted.*



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