



## **FPS GOLD – Deposit New Accounts Banking Consultant**

Do you have a sound understanding of banking principles and practices? Do you possess excellent verbal, writing, and computer skills? Would you like to apply your knowledge while working with banking industry professionals? If so, please read on and consider this outstanding employment opportunity at FPS GOLD!

FPS GOLD is currently seeking applicants for a Deposit New Accounts Banking Consultant to work in our Provo, UT office (this is not a remote position). The position is intermediate/advanced level, full time, and salaried with benefits.

**About the Company:** DHI Computing Service, Inc. (parent company of FPS GOLD) was founded in Logan, Utah in 1954 and is the longest tenured data processing service center in the intermountain west. In 1955 the company relocated to Provo, Utah, where processing has continued 24 hours a day, seven days a week. FPS GOLD (started in 1964) is the banking software and services division of DHI, providing core processing for community banks throughout the USA. A core processor provides a financial institution (FI) with everything needed to run their business:

- Accounting, deposit, loan, internet/mobile banking, and teller software.
- Automated Clearing House, check, debit card, and instant payment transaction capabilities.
- Data processing, nightly reporting, and information for regulatory reporting.

**About the Position:** FPS GOLD employs Deposit New Accounts Banking Consultants to setup and support our proprietary software for opening new deposit accounts in-bank (called Platform) and via the internet (ePlatform). Standard duties include:

- For existing FPS GOLD clients: Customize and maintain Platform, ePlatform, and the associated regulatory disclosures and documents for opening new deposit accounts using proprietary software that employs computer formulas and logic. These work requests require frequent communication with clients to clearly learn and understand needs/wants. Relationships of trust are formed with clients during these projects.
- For new FPS GOLD clients: Lead and coordinate the conversion project of moving from their old system(s) to the FPS GOLD Platform and ePlatform software. Conversions are major projects that require project management skills and can take many months to accomplish. Excellent relationships are established with clients during these significant endeavors.
- Ongoing training and assistance for FI personnel to use Platform and ePlatform.
- Integration with third-party electronic document signing software.
- Integration with third-party imaged document and file storage software.
- Integration with other third-parties (check ordering, identity verification, etc.).
- Ongoing software program design and guidance to developers.
- Testing software enhancements/changes.
- Understanding and maintaining regulatory compliance for all types of deposit products.

**Requirements for the Position:**

- Possesses excellent verbal, writing, and personal computer skills (Windows, spreadsheet, word processing, presentation, webinar meetings, etc.).
- Has accumulated at least two years of work experience in banking (preferably deposit new accounts).
- Is willing and able to occasionally travel by road and air within the USA (approximately 10 days spread throughout the year).
- Is willing to work more than 40 hours per week to complete assignments and travel, when necessary (office hours are generally Monday through Friday, 8 AM to 5 PM).
- Is willing to provide at least a three-year work commitment to the organization.
- Is strictly honest, ethical, and professional in their business conduct.
- Knows how to anticipate, prepare, and deliver outstanding service.
- Can prioritize projects, manage multiple tasks simultaneously, and committed to meeting delivery dates.
- Can learn computer applications rapidly, retain this knowledge, and share with others.
- Has a strong desire to help learners acquire what they need to know to be successful.
- Is a keen listener and capable communicator.
- Can communicate clearly with individuals/groups in person and over the phone/webinar.
- Can mentally concentrate for extended periods and think through problems with little to no supervision.
- Is willing to say “I do not know” but will investigate until a solution is achieved.
- Is good natured, eager to help, and able to get along and work with many types of people.
- Has not been convicted of a felony or other serious crime.
- Is qualified to work in the United States of America.

**Company Benefits:** DHI Computing Service, Inc. offers the following benefits to employees:

- Health, dental, and vision insurance plans.
- Company contributions to a Health Savings Account.
- Company matching contributions to a 401(k) plan.
- Year-end profit-sharing contribution to a 401(k) plan.
- Nine paid holidays per year.
- 160 hours of vacation time per year.
- 48 hours of sick time per year.
- 2 hours of paid exercise time per week.
- Racquetball, exercise room, golf simulator, massages, and access to a personal trainer.

Those individuals interested and qualified for the position should provide a formal *cover letter*, *resume*, *employment history with pay information*, and *current salary requirements* by e-mail to:

Ms. Judy Seddon [jseddon@fpsgold.com](mailto:jseddon@fpsgold.com)

Mr. Robert Graves [rgraves@fpsgold.com](mailto:rgraves@fpsgold.com)

Mr. Raleigh Knowles [crk@fpsgold.com](mailto:crk@fpsgold.com)