

# FPS GOLD

## Deposit New Accounts Specialist

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 Account Specialist to work in our Provo, UT office. 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 oldest data processing service center in the intermountain west. In 1955 the company relocated to Provo, Utah, where processing has continued 24 hours a day, six 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, and electronic card transaction capabilities.
- Data processing, nightly reporting, and information for regulatory reporting.

**About the Position:** FPS GOLD employs Deposit New Accounts Specialists that assist Financial Institution personnel with questions, concerns and requests relating to the usage and setup of the software for opening new deposit accounts. These specialists work closely with bank personnel and the FPS GOLD programming team to customize and maintain this program and associated documents according to the needs of the individual Financial Institutions. Deposit New Accounts Specialists also help train bank employees to use this application. Lastly, these specialists also assist in the designing and testing of programming enhancements/changes.

### Requirements for the Position:

- Possesses excellent verbal, written and personal computer skills (Windows, spreadsheet, and word processing).
- Has accumulated at least five years of work experience (preferably in banking).
- Is willing and able to occasionally travel by road and air within the USA.
- 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.
- Is able to prioritize projects and manage multiple tasks simultaneously.
- Is able to learn computer applications rapidly, retain this training, 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 train individuals/groups in person and over the phone.

- 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 and dental insurance plans
- Discretionary company contributions to a Health Savings Account
- 401(k) plan with discretionary company matching contributions
- Year-end profit sharing contribution to the 401(k) plan at the discretion of DHI
- Seven paid holidays per year
- Vacation and sick time accrual
- Two hours of paid exercise time per week

Those individuals interested and qualified for the position should provide a formal cover letter, resume, and salary requirements by e-mail to both [crk@fpsgold.com](mailto:crk@fpsgold.com) and [rgraves@fpsgold.com](mailto:rgraves@fpsgold.com).

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