



FEDERAL RESERVE BANK OF ST. LOUIS

Consumer Affairs Assistant Bank Examiner

Position Description:

As an Assistant Bank Examiner, you will travel across the Eighth Federal Reserve District as part of a team to analyze and communicate examination findings of financial institutions. This is an excellent opportunity to learn about banks and the banking industry as well as develop effective analytical and examination skills. In addition to the excellent first-hand banking experience and on-the-job training, Assistant Bank Examiners are given a structured professional training program that will lead to the designation of Commissioned Bank Examiner. We invite you to join our growing team of experienced examiners and see all the opportunities that await you!

Job Duties and Responsibilities:

- Participate on consumer protection compliance or Community Reinvestment Act (CRA) examinations
- Assess compliance with fair lending laws and regulations
- Examine banks for compliance in deposit or loan operations areas
- Review bank's performance under CRA
- Document findings on examinations through work papers and summary memoranda
- Contribute to the creation of report of examination or public evaluation to be issued to the bank
- Participate on or lead Home Mortgage Disclosure Act and CRA data verification examinations
- Develop a functional knowledge of the banking industry as well as the operations of a typical financial institution

Qualifications and Skills:

An Assistant Bank Examiner needs to specifically possess the following basic qualifications and skills:

- Bachelor's degree in business or business-related field (finance, business administration, etc.) with six hours of accounting
- Excellent organizational skills and ability to focus on details
- Well-developed critical thinking skills, including sound judgment, conflict resolution, and the ability to juggle tasks and priorities
- Strong interpersonal and communication skills, with the ability to both act as an enthusiastic team member and to efficiently and effectively lead teams
- Excellent written communication skills
- Comfortable with use of computer-based tools, including Microsoft Office applications (Excel, Word, and PowerPoint)

The following is required: (1) US citizenship or (2) Permanent resident intending to become a citizen who meets certain other requirements.

The Federal Reserve Bank of St. Louis acts as the supervisor and regulator for state member banks and bank holding companies in the Eighth District. All applicants must be able to work as a team member to conduct consumer compliance examinations as mandated by the Board of Governors of the Federal Reserve System. Assistant Bank Examiners must review various aspects of the institution's consumer compliance, while maintaining effective communication with team members. Additionally, they must write examination reports, risk assessments, and other correspondence, and discuss supervision matters with boards of directors and all levels of bank management.