



THE PRIVATE BANK

OPEN POSITIONS: ILLINOIS OFFICES

Updated: July 30, 2010

Community Banking:

Mortgage Loan Consultant, Chicago: (four positions) We are looking for a Senior Mortgage Loan Originator with a proven production of \$15,000,000.00 - \$20,000,000.00 per year. The ideal candidate would have a network of referral sources for both purchase and refinance business. This is an opportunity for a person who would like to join a dynamic institution with the best possible pricing which should help them grow production by 40 – 50%. Loans will be originated for both purchases and refinances in accordance with company policies and procedures. Additionally, the candidate must be familiar with secondary market underwriting guidelines, equal lending regulations, and company pricing policies and procedures. Required skills include previous sales skills, with a proven production of \$15,000,000.00 to \$20,000,000.00, excellent communication skills, and previous experience in the mortgage industry is required as well as experience originating first mortgage loans. College degree is required for this position.

Mortgage Loan Consultant CRA, Chicago: We are looking for a Senior Mortgage Loan Originator with a proven production of \$15,000,000.00 - \$20,000,000.00 per year. The ideal candidate would have a network of referral sources for both purchase and refinance business. This is an opportunity for a person who would like to join a dynamic institution with the best possible pricing which should help them grow production by 40 – 50%. Loans will be originated for both purchases and refinances in accordance with company policies and procedures. The officer will focus on CRA opportunities. Additionally, the candidate must be familiar with secondary market underwriting guidelines, equal lending regulations, and company pricing policies and procedures. Required skills include previous sales skills, with a proven production of \$15,000,000.00 to \$20,000,000.00, excellent communication skills, and previous experience in the mortgage industry is required as well as experience originating first mortgage loans. College degree is required for this position.

Mortgage Loan Processor, Chicago: The Mortgage Loan Processor will be responsible in loan processing, which includes preparing documentation necessary to properly bring the loan to closing, including VOE, working with the underwriter findings, DU and various investor requirements. Furthermore, the candidate will gather loan documentation from the client, work with the loan officer and underwriter to clear findings and prepare the file for close. Additionally, the candidate will order title, work with DU or LP, verify deposit and employment data, as required by investor guidelines. Required skills include previous sales skills, familiarity with the use of a PC and DU/LP, excellent communication skills, and previous experience in the mortgage industry is required as well as experience in originating first mortgage loans. College degree is not required for this position.

Teller I, Winnetka: Tellers are client service representatives who play a vital role at The PrivateBank. They are front line employees who provide clients with high quality assistance and support that is expected from the Bank. They accept and process client transactions as well as respond to client inquiries regarding their accounts. This position sets a tone for our client's experience with the Bank. Duties for this position include, receiving deposits for accounts, verifying cash, checks and endorsements, processing transactions and issuing receipts, following procedures for any cash return, accepts checks for cashing and paying, witnesses and verifies endorsements and funds availability and cashes item if within realm of authority contacting Private Banking Officer if item not within established guidelines, responds to client inquiries, processes treasury tax, loan payments, and property taxes issuing receipts, issues U.S. Savings Bonds receipt for orders, processes loan payments, maintains adequate cash/coin to complete duties selling excess under dual control, balances cash drawer daily, assists with balancing of ATM, processes wire transfers, stop payments, letter of direction, cash station cards, and foreign currency as

dictated by manager, encodes transactions as applicable, and maintain confidentiality regarding clients, procedures and processes relating to the Banking environment. Required skills include outgoing and professional demeanor and appearance, interpersonal skills to communicate effectively with courtesy to clients and co-workers, high school graduate or equivalent, competency with Teller Insight preferred, knowledgeable of MetavanteInsight system beneficial, and good computer skills. Prefer 1-2 years teller experience in a financial institution handling complicated transactions. 1-2 years cash handling experience.

- ❖ **Teller I, Community Banking, Worth, Oak Lawn and Orland Park³:** Full time positions at our Worth , Oak lawn and Orland Park office. Primary responsibilities consist of processing customer transactions such as cashing checks, receiving and verifying deposits, issuing money orders, cashier's checks and traveler's checks and balancing cash drawer. Cash handling experience or Customer Service is required. Prior experience is preferred.

Credit Management:

Loan Administration Quality Control Analyst, Chicago: This individual will be responsible for ensuring that FAS 114/Impairment documentation processes and their results are accurate and comply with policy requirements. The position will work closely with the Loan Administration/Workout officers, Credit Reporting team, and Finance to ensure documentation has been accurately recorded. Duties will include, but are not limited to: identifying population of nonaccrual loans that require an Impairment analysis, acting as a liaison between departments, ensuring that accurate Specific Reserves are conveyed monthly, assisting with internal and external audit reviews, ensuring the forecasting tool is accurately completed, and ensuring that updated appraisals and valuations are maintained according to FAS 114 Policy. The appropriate candidate will have proficiency with the Microsoft Office Suite; strong critical thinking abilities; experience in the financial market, preferred; and a college degree in Finance, Economics, Business and/or Accounting, required.

Information Technology:

Application Systems Analyst/Programmer, Chicago: The Application Systems Analyst/Programmer plans, designs, develops, tests, and documents computer programs, applying knowledge of programming techniques and computer systems within the banking/financial industry. Under general supervision, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Prepares detailed specifications from which programs will be written. Designs, codes, tests, debugs, documents, and maintains those programs. Competent to work on most phases of applications systems analysis and programming activities, but requires instruction and guidance in other phases. Duties include, evaluates user request for new or modifies programs including determining feasibility, cost and time required, compatibility with current system, and computer capabilities, consults with user to identify current operating procedures and clarify program objectives, reads manuals, periodicals, and technical reports to learn ways to develop programs, formulates plans outlining steps required to develop program, using structured analysis and design, submits plans for approval, prepares flowcharts and diagrams to describe logical operations, designs computer processing, converts project specification into detailed instructions and logical steps for coding into language process able by a computer, enters program codes in to computer, enters commands into computer to run and test program, read computer printout or use diagnostic software to detect errors, replaces, deletes, or modifies errors, analyzes, reviews and alters program to increase operating efficiency or adapt to new requirements, writes documentation to describe program development, logic, coding, and corrections, write manuals to describe various procedures, assists user in solving problems, recreates steps taken by user to locate source of problem, train users to use program, oversee installation of hardware and software, provide technical assistance, install and test programs at user site, and monitor performance of program after implementation. Required Skills include 5 years experience, college degree, experience in desktop software, programming languages (pl/sql, dot net, C, and other appropriate languages), and technology experience within financial institutions.

Database Administrator, Chicago: The candidate will manage databases associated with Document Management, Data Warehouse (Data Governance), Interim Database, Contact Database (Founder's Conversion), and all relational databases associated with additional projects/efforts. Furthermore, the candidate will participate in the design, creation, and maintenance of databases. Responsible for quality control and auditing of databases to ensure accurate and appropriate use of data. Works with management to develop database strategies to support company needs. Consults with and advises users on various databases and to resolve and data conflicts and inappropriate data usage. Responsible for performance, integrity, and security of databases also including planning, development and troubleshooting. Incumbent ensures data consistency, data clearly defines, user access data concurrently, data security and recovery provisions exist and enforced. Duties include establishing and monitoring user needs, access, and security, monitoring performance, mapping design for database outline, analyze data for end-users, refine logical design so it can be translated into a specific data model, refine physical design to meet system requirements, install and test new design of database management system (DBMS), maintain data standards with adherence to the Data Protection Act, writing database documentation, controlling access permissions and privileges, developing, managing, and testing back-up recovery plans, ensure storage, back-up, and recovery are working properly, capacity planning, working closely with IT project managers, database programmer, and web developers, communicating regularly with staff to ensure database integrity and security, and commissioning, installing, and customizing new and existing applications to make them fit for purpose. Required skills include 5 years experience, college degree, desktop toolsets, relational databases (SQL Server, Oracle, etc.), tools associated with managing relational databases, and appropriate knowledge of various database programming languages.

Network Engineer-Associate, Chicago: The Network Engineer will be responsible for ensuring application, network, and operating systems perform as expected. Duties include providing server hardware and software support, researching and learning new technologies, providing support to the business as needed, building and updating documentation, handing escalation issues, and taking ownership of selected technologies and support. A minimum of two or more years of experience in IT support/implementation is required, along with the ability to learn and knowledge of IT security and audit practices for banking institutions. The appropriate candidate will be able to confidently work both on their own, as well as work with a team. The individual must be able to have a good understanding of the basic technology and process in use in the IT Department in general, and be able to learn new technologies as they come to the organization. Required skills include server hardware such as Dell, HP, IBM; and the ability to assemble and rack server hardware. Other systems: Windows 2003-2008r2; resource and configuration management suites: SCCM, Zenworks, Altiris; virtualization, especially VMware; directory services: Active Directory use and management; and network services: printer servers, DHCP, DNS. The individual in this position should be willing to participate in an after-hours on-call rotation.

Network Systems Engineer-Intermediate, Chicago: The Network Analyst will be responsible for ensuring application, network, and operating systems perform as expected. Duties include providing complex server hardware and software support, researching and learning new technologies, providing support to the business as needed, building and updating documentation, handing escalation issues, and taking ownership of selected technologies and support. A minimum of seven or more years of experience in IT support/implementation is required, along with the ability to learn and knowledge of IT security and audit practices for banking institutions. The appropriate candidate will be able to confidently work both on their own, as well as work with a team. The individual must be able to have a good understanding of the technology and process in use in the IT Department in general, and be able to learn new technologies as they come to the organization. Required skills include server hardware such as Dell, HP, IBM; and the ability to assemble and rack server hardware. Other systems: Windows 2003-2008r2; resource and configuration management suites: SCCM, Zenworks, Altiris; virtualization, especially VMware; directory services: Active Directory use and management; and network services: printer servers, DHCP, DNS. The individual in this position should be willing to participate in an after-hours on-call rotation.

Operations:

Research & Adjustment Clerk/Fraud Review, Chicago: Individual provides deposit operations processing support and must have the ability to perform daily job responsibilities and resolve most questions and issues with minimal supervision. Responsible for all duties surrounding the Fraud and Research and Adjustment process, including but not limited to: Review of daily fraud reports: on-us fraud, deposit fraud, kiting suspects and uncollected funds; analyze details of suspect accounts and promptly escalate suspect findings to branch manager; document all suspect findings and resolutions electronically; responsible for taking proactive measures to prevent losses by escalating suspicious account activity; daily review of reports and processing of adjustments received on Fed web; investigate inquiries regarding client account discrepancies and adjust accounts as required. The ideal candidate will have the ability to communicate findings and actions taken; responsible for reviewing, investigating and clearing outstanding items on correspondent bank recon; ability to communicate effectively at all levels within the organization; recommends improvements in procedures to prevent or minimize future problems; knowledge of check processing and returns a must; along with Microsoft Word, Excel spreadsheets, Fed Web and FIS proficiency. Must have the ability to multi-task, along with excellent written and verbal communication skills. Required 2-4 years of experience in position.

PrivateWealth:

Team Leader, Chicago: This position has direct management responsibility for \$1mm in revenue and over \$300mm investable assets in existing book of business in Community Banking. The position will immediately manage two relationship managers, a tax preparation CPA, and the Land Trust Department. The individual will have trust and investment relationship management experience with a heavier emphasis on the retail brokerage but in managed investment product solutions versus transactional business. Will also be a part of the PrivateWealth management team. 10+ years of retail brokerage/trust/investment experience.

Risk Management:

Community Banking Credit Officer, Chicago: This individual will be responsible for credit approval for loan decisions between line of business authority and Loan Committee authority; as well as maintain ownership of the consumer loan workout process, including all collection and liquidation activities. Responsibilities will include working in conjunction with Risk Management Credit Risk Analytics to size allowance for loan loss reserve each quarter; product program responsibility, including concentration limits and overview of approval, portfolio management and loan collection/liquidation processes. Individual would also assist with implementation of community banking automated credit decisioning tools. Other duties as assigned

Credit Review, Chicago: This position is a lower level Credit Review team member engaged in the Unit Review process and other supplemental duties that Credit Review engages in. All work principally revolves around assessing the credit worthiness of commercial obligors through the review of various internal and external documents that address the business performance of the borrower. Review of financial statements, analyzing and comparing various performance metrics of a borrower against regulatory and internal risk rating guidelines, assessment of the sufficiency of risk identification and credit management by the lender, development of thoughtful, well organized and on point analyses of the pertinent risk issues.

Treasury Management:

Implementation & Services Consultant I, Chicago: Assist in the development, and then management of the account analysis system. Identify revenue opportunities to capture lost income. Work within a treasury call queue bringing resolution to client product and service issues. Utilize clients issue & inquiry tracking system. Work closely with clients and prospects on a consultative basis. Identify opportunities to improve overall delivery of the Bank's treasury management services. 2-3 years in banking, specifically related to Treasury Management products and service, required.