



THE PRIVATE BANK

The Bank for Business · The Bank for Life

OPEN POSITIONS: ILLINOIS OFFICES

Updated: January 23, 2012

Business Banking:

Relationship Manager, Chicago: The Business Banking Relationship Manager (RM) position will be responsible for bringing new business relationships to the bank as well as maintaining and growing existing relationships. The position will be responsible for four key areas: a) Business Development activities; b) Customer Segmentation and Profiling; c) Center of Influence development to increase referral activities; d) Retail Branch partnership development with assigned Branch Managers as well as developing other internal networks in an effort to expand the business "household." The RM will be directly involved in the credit decision process and must review financial information to discuss trends and related issues with borrowers. Formal credit training preferred along with 3-5 years lending experience.

Portfolio Manager, Chicago: Interact with the Business Banking Group's customers and relationship managers to insure timely information is received by the Bank as needed to insure the timely review/ renewal of the borrowers loan facilities, monitor the credit, insure compliance with required documentation and financial information submission and monitor the borrowing base credits. Formal Credit Training preferred with 3-5 years experience in commercial lending. College degree with 3-5 years relevant work experience in small business or commercial banking

Community Banking:

Relationship Banker III, Skokie ³: Opens and processes new demand and time deposit accounts including passbook accounts, IRAs, certificates of deposit, and money market accounts. Provides customers with information on deposit accounts, rates, service charges, restrictions, and other relevant account information. Prepares paperwork for opening new accounts, orders checks and ATM cards, and provides starter checks. Researches and resolves problems and responds to customer inquiries on account status. Maintains files on status of accounts, and informs customers when fixed time deposits have matured. Renews or opens new accounts. Cross sells other bank services and refers customers to other departments as appropriate. Keeps informed of changes in bank services or procedures. SUPP3 Level 3 - SENIOR. Experience: Typically has more than 4 years of experience in position or specialization. Skill: Applies advanced skills to the position or specialization. Adapts procedures, processes, tools, equipment and techniques to accomplish the requirements of the position. Duties and Tasks: Duties and tasks reflect substantial variety and complexity. Assignments are broad in nature and usually require originality and ingenuity. May serve as a resource to others in the resolution of complex problems and issues. Supervision Given or Received: Works under general supervision. Relies on experience and judgment to plan and accomplish assigned tasks and goals. May be designated as "lead" worker. ^ + years of experience required

Banking Associate, Mt. Greenwood, Palos Heights and Oak Lawn ³: Full time and part time openings: A Banking Associate processes deposits for clients, verifies cash, checks and endorsements. Processes transactions and follows established procedures for any cash return. Must be able to respond to clients inquiries regarding their accounts, balance cash drawer and keep a positive attitude at all times. Must maintain confidentiality regarding clients, procedures and processes related to the banking environment. Prior cash handling or customer service required.

Assistant Branch Manager, Winnetka: Assistant Branch Managers required skills include: working with complex customer account issues/complaints to resolve problems effectively, and maintain positive client relationships. Provides guidance for staff and is responsible for day to day management of the branch, including monitoring staffs performance to achieve sales expectations. Coordinates the operations and profitability of the branch with supervisors coaching and guidance. Sets priorities for the team to ensure task completion. Decisions are guided by policies, procedures and business plan; receives guidance and oversight from manager. Create a stable presence in the community by participating in area events, and presenting a strong brand image. Schedule staff to provide proper coverage. Exhibit a positive and motivating experience for clients and staff. Create a strong and successful relationship with business partners to present a more holistic approach to selling the whole bank experience. Control branch expenses to increase branch revenue. Observe and coach staff, to develop in depth client interactions, resulting in additional product use, and increased households. Knowledge of Banker Insight, Teller Insight, Metavante Insight preferred. Proficiency in Microsoft Office including Word, Excel and Outlook a plus.

Banking Associate I, Skokie or part time Palos Heights: Primary responsibilities consist of processing customer transactions such as cashing checks, receiving and verifying deposits, issuing money orders, cashier's checks, traveler's checks and balancing cash drawer. Working with clients by taking care of their banking transactions, and referring other line of business. Cash handling experience or Customer Service is required. Prior Teller experience is preferred.

Mortgage Loan Officer, Chicago: We are looking for a Mortgage Loan Originators. This position is a commission-based outside mortgage loan originator. The candidate will be expected to produce residential 1st and 2nd mortgage loans, either for purchase, refinance or new construction, in compliance with Bank and/or investor guidelines. They will take direction from the Market Sales Manager with regard to new business generation activities, and will interface internally with Bank staff and externally with Realtors, CPA's and other professionals. Essential Duties: The LO's role is to assist prospective clients in obtaining financing for residential real estate, using 1st and 2nd mortgage loans, either for purchase, refinance or new construction. Must understand secondary market underwriting and pricing guidelines, as well as Bank policy and procedure, and deliver profitable loans that meet these guidelines: Develop loan production from external sources including CPAs, attorneys and Realtors, while making introductions of these sources and clients back to the appropriate Bank partner: Partner with internal staff, including commercial and consumer bankers, to support the cross-sell objectives of each group and deliver high quality service to the Bank's clients and prospects. Originate salable loans by taking applications on our LOS system, collecting appropriate documentation, submitting the loan request to underwriting, and assisting in closing the transaction. College degree is preferred with a minimum of 7 years experience in the mortgage banking industry.

Mortgage Loan Processor, Worth: The Mortgage Loan Processor role provides support to the overall mortgage process. The Loan Processor will act as a liaison between the MLO, Mortgage Loan Officer and borrower(s), ensuring that all borrower documentation has been received and reviewed as required. They will organize the loan file for additional data entry into the LOS, ensuring that all specified fields are completed. The Loan Processor will fulfill various administrative tasks to include the ordering flood certifications, title commitments, and verifications, providing for a complete and timely submission to the Underwriter. They will ensure that the loan file is fully compliant to Reg B, MDIA, HMDA and TILA regulations prior to sending the loan to closing. Candidate must have the ability to communicate clearly and effectively with customers, peers and management. Individual must be proactive, energetic and dependable with the ability to manage multiple tasks. Qualified individual must have general knowledge of Outlook, Word, and Excel. Knowledge of LOS system preferred. (Encompass Banker). 5-10 years *current* Mortgage Loan Processor experience required.

Commercial Banking:

Sr. Portfolio Manager, Chicago: Reporting to the EMD/President of Illinois Commerical Banking, this position will have overall responsibility for providing support, direction, credit information, and loan policies and procedures to enhance the overall quality of deal structuring, underwriting, and risk rating accuracy, and

streamlining portfolio management for the Illinois Commercial Group. Through a combination of strong credit skills, leadership, mentoring and coaching, this individual will enhance our strategy for growth while controlling our risk. Essential Duties include improving portfolio management processes, including risk reporting. Ensures credit quality: through understanding of banks risk framework and working with loan officers to identify increasing or decreasing risk trends in new and existing loan facilities. Provides guidance on loan structure enhancements to maintain risk profile. Manages strategic risk exposure derived from banking and financial services activities and draws up periodic reports to ensure transparency regarding the company risk profile. 10-15 years of experience.

Commercial RM, Chicago: Will be responsible for developing a core deposit (focused on DDAs and MMDAs and to a lesser extent Treasuries and CDs/CDARS) and credit portfolio of for profit and not for profit clients including charitable organizations and associations. Follows current loans to ensure complete compliance with terms. Gives financial advice and counsel to customers and prospective customers. Calls on potential or existing customers to develop new business and increase or retain existing business. 10+ years of experience as a Commercial Banker with a focus on deposit gathering & Treasury Management.

Commercial RM, Chicago (three openings): Makes and services a wide variety of business and individual loans, both secured and unsecured. Attends to the needs of customers seeking loans on terms that may involve unsecured funds and/or credit secured by mortgages or other collateral. Interviews applicants to develop information concerning their businesses, needs, desires, abilities, and earnings to determine whether a loan may be an acceptable risk. Makes decisions on loans and terms within established lending limits, or makes recommendations to a supervisor. Participates with senior officers on larger loans. Keeps informed as to the status of loans in the department. Follows current loans to ensure complete compliance with terms. Gives financial advice and counsel to customers and prospective customers. Studies industrial, commercial, and financial situations relating to new or existing businesses as requested. Makes recommendations on financial and organization structure, locations, and other matters on which the company may have information. Calls on potential or existing customers to develop new business and increase or retain existing business. 6-10 years of experience and college degree required. Should possess strong written and verbal communication skills, knowledge of MS Office.

Credit Risk Management:

Credit Risk Analyst, 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.

Finance:

Tax Accountant II, Chicago: The Tax Accountant will assist in various tax projects, including income tax provision, federal and state tax return filings, and other projects as assigned. This person will also be responsible for monitoring of the calendar to ensure timely return and payment filing, monthly reconciliation of tax accounts, various work involving monthly tax provision calculation, other projects as assigned. The appropriate candidate will meet the following requirements: income tax accounting and return preparation experience, proficiency with Microsoft Office Suite, background with tax return preparation software, minimum of 4 years income tax experience, bank tax background, preferred, CPA preferred, MST a plus, Multi-state income tax experience, and a Bachelors degree with concentration of Business and/or Accounting.

Information Technology:

Platform Support Technical Analyst, Chicago: This individual applies and utilizes well-rounded knowledge of Enterprise Platform Management and associated support techniques to communicate current-state environment details. Provides technology platform oversight and support of project requirements and design processes in support of corporate initiatives. Responsibilities include, but are not limited to: work with business team, project teams and Information Technology to understand business and technology requirements; assist business and technology teams with improving processes and identifying automation opportunities; design and build control reports/tools according to requirements and expand upon existing reports/tools to meet ongoing conversion needs; test and debug reports/tools; support migrations. The appropriate candidate will have solid working knowledge of migration tools, LANS, servers, and associated technologies; ability to translate, write and communicate migration requirements as communicated from the business community; ability to design, build, test, and utilize conversion tools including migration balancing capabilities; experience within the financial institution vertical preferred; minimum 4 years related experience; college degree preferred.

Telecommunications Analyst, Chicago: Under general supervision, provides Telephony and Wide Area Network (WAN) administrative support within the Information Technology department. Functions as system administrator for the Bank's ShoreTel phone system. Additional responsibilities include maintaining various WAN and network configurations, monitoring network health, and responding to and resolving network issues.

Marketing & Communications:

Marketing Specialist, Chicago: Develop and implement marketing and communication programs to support business objectives. Focus primarily on creating and executing a marketing strategy for the Community Banking line of business. Employ a variety of marketing tactics to advance business goals, including but not limited to advertising, direct mail, client communications and events and sponsorships. Ability to think strategically and execute tactically. Strong communication and interpersonal skills. Ability to work independently and within a team. Proficient in Microsoft Office applications. 5-10 years marketing experience. Previous retail banking or consumer marketing experience preferred. College degree required.

Loan Operations:

Collateral Vault Specialist I, Chicago: The Vault Specialist is responsible for filing, retrieving and tracking of collateral files that are received by or borrowed from the collateral vault through NetTrax. File movement will be documented and managed accordingly and requests are expected to be handled in a timely manner. Build and maintain collateral files as needed. This candidate must be detail oriented, organized and possess strong communication skills. Experience in Excel and NetTrax. IBS and ACBS a plus.

Quality Control Specialist, Loan Operations, Chicago: This individual will be responsible for data entry and documentation review of all new and renewed loans in accordance with department policies and procedures. Ensure accuracy of data input and totality of collateral files. Complete additional projects as assigned. Metavante and/or ACBS system experience, Microsoft applications. Must be detailed and process orientated, have strong analytical skills, and demonstrate clear communication skills.

Operations:

System Administration Operations Analyst II, Chicago: The Systems Administration-Analyst II is responsible for maintaining Metavante Loan System Bank Control and ACBS Control Tables. The Analyst is responsible for supporting miscellaneous administrative functions within the department. This position is part of the overall Loan Operations Team that closes, analyzes, books and services small to mid-size commercial and consumer loans. The Analyst will be responsible for various data elements including index rates, officer numbers and cost centers into the loan systems control tables, coordinate invoice payments and expense tracking for Loan Operations, support SBA Loan Servicing and reporting function. Must be detailed oriented,

organized and have strong communication skills. The analyst must have the ability to work independently with directions from management. Microsoft application experience required, IBS and ACBS experience is a plus.

Treasury Management:

Product Manager, Chicago: The Product Manager will be responsible for managing the Online Banking channel. Duties include, but are not limited to: managing strategy, financials, vendor relationships, sales support, client feedback and new product development. New product development includes maintaining a gap analysis, monitoring vendor roadmaps and releases, identifying client impacts, internal impacts, training opportunities, and shaping vendor product development. The ideal candidate will have 5 or more years Treasury Management product management experience targeting middle market and large corporate clients. Experience with commercial online banking, treasury management products and FIS product is preferable. This person should be comfortable with negotiation, influencing others, have effective written and verbal communication skills, as well as the ability to work on cross-functional teams. College degree required.