

Class Concept

A position in this class serves as the Chief Banking Officer for the State of North Carolina. This position supports the efforts of the Financial Operations Division (FOD) of the Department of State Treasurer (DST) in promoting a financially sound and prosperous North Carolina through a centralized banking system. The FOD is responsible for the efficient and prudent management of State held assets and is comprised of these six areas: Internal Audit and Compliance, Procurement and Contracting, Statewide Accounting, Departmental Accounting, Banking Operations and Bank Reconciliation Unit. These last two units, Banking Operations, and the Bank Reconciliation, are managed by the banking executive and serve as a part of the centralized banking system for all State agencies, community colleges and local schools. The Specialized Banking Unit of Banking Operations collects revenues either over the counter or electronically through various banks and savings institutions and deposits them into a central account, so funds are available for either disbursement or investment. The other unit of Banking Operations, Disbursement Account Services, processes electronic warrants through commercial banks to the Federal Reserve Bank (FRB) in Charlotte. This function includes processing exemptions, fraud items, positive pay programs, providing online banking and customer service. Typical duties include, but are not limited to, providing long range and strategic planning, financial accountability, human resources management and managing work processes.

An executive leadership role in this class requires that individuals advise, advocate, and support the organization they serve. Usually this role requires a visionary to help an organization grow and to keep on top of changes that occur. The Banking Executive will be involved with legislative changes relating to banking at the agency, State and Federal levels. The executive will also partner with banks and internal resources to continue the DST's efforts to help North Carolina families increase their understanding of finances and ability to grow personal wealth. The banking executive reports directly to the Fiscal Executive and has two direct reports: (1) the Banking Operations Manager and (2) the Bank Reconciliation Manager, both are classified as Banking Managers II. In addition to these two direct reports, the Banking Executive will have indirect reports made up of Banking Managers I and Banking Specialists.

Recruitment Standards

Knowledge, Skills, and Abilities

- Basic knowledge of applicable information technology and internal controls to meet work needs
- Thorough knowledge of management policies and procedures
- Thorough knowledge of internal control, finance, and bank audits
- Thorough knowledge of local, state, and federal regulations and statues governing banking policies and procedures
- Thorough knowledge of professional bank/credit union theory, techniques, practices, and procedures
- Strong interpersonal and management skills
- Excellent verbal and written communication skills
- Ability to apply knowledge of internal control, finance, and bank audits
- Demonstrated program management skills needed to design, develop, and implement annual operating plans
- Demonstrated program administration skills needed to design and implement training and career development plans

Minimum Education and Experience

Bachelor's degree in banking, finance, business administration, or a related discipline from an appropriately accredited institution and five years of management experience in the field of banking, credit union, accounting, or financial services; or an equivalent combination of education and experience.