Universal Banker

Description:

Capital Community College has partnered with area banking institutions, the United States Department of Labor, and the Connecticut Department of Labor to design and implement a Registered Apprenticeship Program for Universal Banker. Apprentices participate in banking-related instruction, paid on-the-job training, mentoring, and academic coaching while working on the final year of their associate degrees. Upon successful completion of the one-year program apprentices have completed their degrees, obtained non-credit certificates in Universal Banker, earned 6 college credits for the related banking instruction, and received their CTDOL Registered Apprenticeship certificates.

Pre-requisite courses: 135 hours
Related Instruction: 237 hours
On-the-Job Training: 2000 hours

Pre-requisite courses:

- MAT 137 Intermediate Algebra
- ENG 101 Composition
- CSA 105 Introduction to Software Applications

Related Instruction Course Outline

- Business Communications
- Business Finance w/Math Review
- Foundations of Banking
- Business Internship
Career Information*

Typical Tasks:

- Process loan applications.
- Answer customers' questions and explain available services, such as deposit accounts, bonds, and securities.
- Compile information about new accounts, enter account information into computers, and file related forms or other documents.
- Refer customers to appropriate bank personnel to meet their financial needs.
- Interview customers to obtain information needed for opening accounts or renting safe-deposit boxes.
- Inform customers of procedures for applying for services, such as ATM cards, direct deposit of checks, and certificates of deposit.
- Obtain credit records from reporting agencies.

Wage Information:

<table>
<thead>
<tr>
<th>Region</th>
<th>Average Annual</th>
<th>Average Hourly</th>
<th>Entry Level (hourly)</th>
<th>Mid-Range (hourly)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statewide</td>
<td>$45,027.00</td>
<td>$21.64</td>
<td>$15.94</td>
<td>$17.17 - $24.30</td>
</tr>
<tr>
<td>Bridgeport/Stamford</td>
<td>$50,098.00</td>
<td>$24.08</td>
<td>$15.25</td>
<td>$17.86 - $28.32</td>
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</tbody>
</table>

*Source = Connecticut Department of Labor, www1.ctdol.state.ct.us. As of the printing of this document; wage information for additional regions and occupational outlook are not available.

For information and to apply contact:

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