

# CAREER FACT SHEET

## Bank Workers

### Snapshot

Snapshot Bank Workers receive deposits and pay out money in financial and commercial institutions, keep records of transactions, issue receipts and cash cheques.

How many are employed in this occupation?	45,400
What are the average weekly earnings for full time workers?	\$1,318
How does unemployment compare with other occupations?	Average
What are the job prospects for this occupation?	Low
What will be the likely future employment growth for the next five years?	Decline

### Main employing industries

Financial and Insurance Services; Retail Trade

### Tasks

This occupation may include associated occupations with varying tasks.

- greeting customers, identifying their needs and answering customer inquiries
- ensuring customers' forms are filled in correctly and checking customers' identification
- accepting cash and cheques deposited by customers, verifying records and receipts, and crediting customers' accounts
- paying money to customers according to advice slips, cheques and negotiable documents, and debiting customers' accounts
- providing change, cashing cheques and recording transactions
- opening and closing accounts for customers
- balancing cash and advising supervisors of cash position and discrepancies
- explaining and promoting bank services to customers and referring them to appropriate financial services

# INDUSTRY OVERVIEW

## Financial and Insurance Services

If you think you would like to organise, analyse and check the accuracy of financial information, or to offer advice on insurance or financial products, then you should consider a career working in Financial and Insurance Services. Qualifying for a role in this sector could see you in charge of preparing budgets, financial statements, tax returns, audits and reports, managing the payroll of a large company, maintaining customer databases, ensuring procedures comply with government regulations, or participating in the development of business plans. Other roles in the Financial and Insurance Services sector focus on customer service and on matching products to clients' needs. While work in Financial and Insurance Services usually takes place in an office environment, some people are able to do part of their work at home, due to the growth of remote technological capabilities.

The career possibilities in finance and insurance are very broad, with plenty of scope for work across a variety of businesses. Let's face it, most companies need financial services of some kind! And due to shifting global financial conditions, this industry is undergoing rapid changes, making it a very exciting time to get involved.

### Possible job pathways

- Accountants
- Accounting Clerks
- Auditors and Company Secretaries
- Bank Workers
- Bookkeepers
- Credit and Loans Officers
- Economists
- Finance Managers
- Financial Brokers
- Financial Dealers
- Financial Investment Advisers and Managers
- Insurance Agents
- Insurance Investigators and Loss Adjusters
- Actuaries, Mathematicians and Statisticians
- Insurance Money Market Statistical Clerks



**Financial and Insurance Services**

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