



Portrait Bank IO

Location: Winter Park, Florida (In-Person)

Organization: Portrait Bank – In Organization

About Portrait Bank

Portrait Bank (I/O) is a new, locally owned community bank in formation, committed to serving Central Florida with exceptional service, strong technology, and strong local values. We're building a dynamic, experienced team to help us launch and grow a safe, sound, and community-focused financial institution.

Benefits & Perks

Portrait Bank offers a competitive benefits package designed to support our employees' health, financial well-being, and professional growth. As a member of our founding team, you'll have the opportunity to help shape both our culture and the future of the organization.

- Competitive compensation commensurate with experience
- Comprehensive health, dental, and vision insurance options
- Paid time off, including vacation, holidays, and sick time
- Retirement plan opportunities with employer participation
- Professional development and training opportunities
- Career growth potential within a growing community bank
- Collaborative, relationship-driven culture with direct access to leadership
- Modern, state-of-the-artwork environment in our Winter Park financial center

Current Job Opportunities:

Senior Personal Banker

Reports To: Financial Center Manager Position Summary

The Senior Personal Banker is a lead sales relationship role responsible for pursuing new relationships to the bank, managing a portfolio of personal clients, small business owners, professionals, and executives. This role combines concierge-level service, business development, mentorship of junior staff, and close collaboration with commercial and lending teams.

Key Responsibilities

- Actively identify and pursue new business and consumer opportunities with branch visitors, converting walk-in traffic into lasting client relationships through consultative, needs-based sales conversations.
- Drive outbound business development through consistent community presence, including networking events, local business outreach, and direct door-to-door prospecting, to grow the bank's client base and deepen its roots in the Central Florida market.
- Serve as the primary relationship manager for personal banking clients, small business owners, and principals of small business relationships.
- Deliver proactive financial guidance across deposits, personal credit, and integrated business solutions.
- Lead complex account openings and onboarding for retail clients, small business owners, and professional clients.
- Generate referrals for commercial banking, treasury management, lending partners and private bank
- Mentor and support junior personal bankers and universal bankers.
- Represent the bank in community, professional, and referral networks.
- Ensure strict adherence to regulatory, compliance, and risk management standards.
- Contribute to process design and service standards in a de novo bank environment.

Qualifications

- 5+ years of personal or retail banking relationship deepening experience
- Proven success managing relationships with business owners and professionals.
- Experience in a community bank or relationship-driven financial institution
- Demonstrated success working in a high-touch, consultative banking model serving business owners and professionals
- High level of initiative, accountability, and adaptability in a fast-paced, growth-oriented organization
- Strong knowledge of consumer deposit products and personal credit, experience in consultative conversations for small business lending
- Demonstrated ability to generate referrals and grow client relationships.
- Excellent communication, judgment, and client-facing professionalism.
- Local market knowledge and community involvement

Preferred Attributes

- Strong understanding of integrated personal and business banking relationships.
- Comfort operating in a start-up or de novo bank environment with evolving processes and systems.
- Proven ability to work collaboratively with commercial bankers, lenders, private bankers and treasury management partners.
- Commitment to community involvement and representing the bank's values and brand in the local market.
- Knowledge of typical small business lending needs

How to Apply

Interested candidates should submit a resume and cover letter to the following email address Careers@PortraitBank.com with the subject line: "**Senior Personal Banker - [Your Name]**"

Universal Banker

Reports To: Financial Center Manager

Position Summary

The Universal Banker is a versatile, client-facing hybrid role, responsible for customer service and sales. This role will be responsible for identifying and developing new business and client relationships to the bank, delivering exceptional service across teller transactions, new client account relationships, client account servicing, and relationship support for personal and small business clients. This role is critical to delivering a seamless client experience and supporting relationship growth while operating in a flexible, de novo community bank environment.

Key Responsibilities

- Provide exceptional day-to-day service to personal banking and small business clients.
- Process routine teller transactions accurately and efficiently, including deposits, withdrawals, and payments.
- Actively identify and pursue new business and consumer opportunities with branch visitors, converting walk-in traffic into lasting client relationships through consultative, needs-based sales conversations.
- Drive outbound business development through consistent community presence, including networking events, local business outreach, and direct door-to-door prospecting, to grow the bank's client base and deepen its roots in the Central Florida market.
- Open and service consumer deposit accounts and assist with account maintenance requests.
- Support relationship bankers by assisting with onboarding, documentation, and client follow-up.
- Identify opportunities to deepen client relationships and refer clients to personal bankers, commercial bankers, or lending partners.
- Educate clients on digital banking tools, fraud prevention, and account features.
- Represent the bank in a professional and welcoming manner within the financial center.
- Ensure compliance with all regulatory requirements, internal policies, and risk management standards.
- Contribute to operational efficiency and process improvement in a de novo bank environment.

Qualifications

- 4+ years of retail banking, customer service, or financial services experience.
- Strong customer service orientation and relationship-building skills.
- Working knowledge of consumer deposit products and teller operations.
- Ability to manage multiple responsibilities in a fast-paced environment.
- Strong communication skills and attention to detail.
- Proficiency with banking systems and digital tools preferred, both teller and sales side
- Experience in a community bank or relationship-driven financial institution.
- Exposure to both teller and platform responsibilities (universal banking model).

Preferred Attributes

- Comfort operating in a start-up or de novo bank environment with evolving processes.
- Experience in referrals to other lines of business within the bank
- Experience in
- Collaborative mindset and willingness to support teammates as needed.
- Interest in career growth within community banking.
- Local market knowledge and community involvement preferred.

How to Apply

Interested candidates should submit a resume and cover letter to the following email address Careers@PortraitBank.com with the subject line: **“Universal Banker - [Your Name]”**