

Career Opportunity: *Trust Specialist*

Full-time | Nashville, Tennessee

About Cumberland Trust

Cumberland Trust was founded on the idea of doing things differently in the trust world. This applies to how we treat our clients in a personalized fashion, and it applies to how we interact with each other. Our employees are our greatest asset, and we continually strive to ensure each person has an experience that provides personal fulfillment and professional growth. We recognize all strengths and support our employees by offering mentorship initiatives, collaborative experiences, and leadership opportunities.

We embrace a “family-first” approach with both our clients and our employees. We believe that if our team members are cared for, in turn, our clients will be shown the highest level of attention and service.

If you share our values of integrity, reliability, respect, and opportunity, we would love the chance to talk to you!

About the Position

Cumberland Trust is searching for a **Trust Specialist**. You will be providing administrative support to the Trust team. This support can be answering phone calls and writing correspondence, or it can be more complex such as using basic trust and tax knowledge to assist others in the department with client support. Data entry and processing of financial transactions are in the purview of this role. In addition, you will maintain documentations and files on trusts.

Here are some of the qualifications for this position:

- Bachelor’s Degree preferred, (finance, business, tax, or law is even better)
- Minimum 1 year of experience with banking, trust administration, or customer service
- Proficient computer skills
- Ability to be organized and detailed while meeting deadlines

After a learning period, this position will be a hybrid in-office and work from home. Cumberland Trust offers all the benefits that you would expect including an option for fully paid medical insurance for the employee. Our company is heavily involved in service projects in the community, and we would love to have you join us. If this sounds like you, please apply.

Interested in this position?

Cumberland Trust welcomes resume submissions from talented individuals. If you are interested in this career opportunity within our company, we’d love to hear from you.

Please submit your resume to resume@cumberlandtrust.com.

To learn more about Cumberland Trust, visit us [online](#) or [LinkedIn](#).