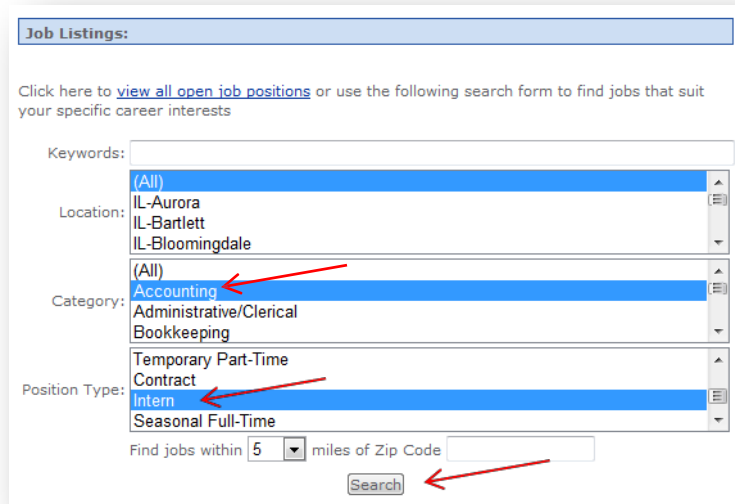


## Creating an Email Alert for West Suburban Bank Job Opportunities

**Step 1:** From West Suburban Bank’s Career Opportunities search page, enter your search criteria (e.g. Category: Accounting, Position Type: Intern), then click “search.”



**Job Listings:**

Click here to [view all open job positions](#) or use the following search form to find jobs that suit your specific career interests

Keywords:

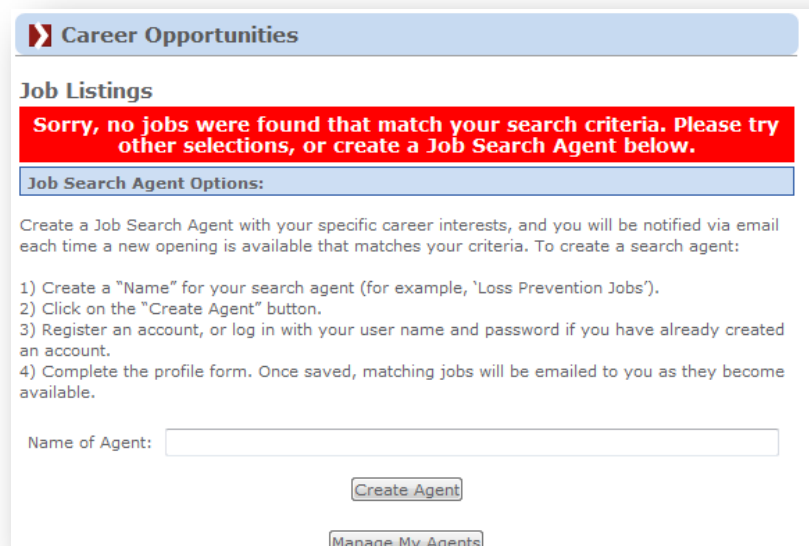
Location:   
IL-Aurora  
IL-Bartlett  
IL-Bloomingtondale

Category:   
Accounting  
Administrative/Clerical  
Bookkeeping

Position Type:   
Temporary Part-Time  
Contract  
Intern  
Seasonal Full-Time

Find jobs within  miles of Zip Code

**Step 2:** If there are no current openings that match your criteria, you will see the message below. Follow the steps on this screen to create a “Search Agent,” which will automatically notify you via email of any positions that are posted matching your criteria.



**Career Opportunities**

**Job Listings**

**Sorry, no jobs were found that match your search criteria. Please try other selections, or create a Job Search Agent below.**

**Job Search Agent Options:**

Create a Job Search Agent with your specific career interests, and you will be notified via email each time a new opening is available that matches your criteria. To create a search agent:

- 1) Create a “Name” for your search agent (for example, ‘Loss Prevention Jobs’).
- 2) Click on the “Create Agent” button.
- 3) Register an account, or log in with your user name and password if you have already created an account.
- 4) Complete the profile form. Once saved, matching jobs will be emailed to you as they become available.

Name of Agent:

During this process, you will be prompted to create a profile and upload a resume. Please note that in order to be considered for employment, you must apply for a specific job opening and complete an online employment application.