



Service Counselor 2- Benefits

Tennessee Department of Treasury

To apply, submit your resume to: Treasury.Resumes@tn.gov

The Tennessee Department of Treasury impacts the lives of Tennesseans every day. Treasury is responsible for many of the financial operations of state government, including managing more than \$50 billion in assets through its various investment programs. We administer the State's Retirement Program, *RetireReadyTN*, which combines the state pension plan, Tennessee Consolidated Retirement System, and the State's Deferred Compensation plan. Treasury serves all Tennesseans by helping to educate and empower them to make smart financial choices, and by providing public-serving programs in the areas of college savings, financial literacy, unclaimed property, criminal injuries compensation, and more.

Job Overview:

The position is responsible for calculating projected retirement benefits for members of the State's retirement program for the member's retirement planning process.

Key Responsibilities:

- Learn the laws and rules for the State's retirement program, both the defined benefit plan, Tennessee Consolidated Retirement System (state pension plan), and the deferred compensation plans (401k and 457).
- Ensure calculations of retirement estimates for all retirement plans administered by the Treasury Department, including regular and disability retirement.
- Provide high level of customer service when responding to member correspondence and phone inquiries as assigned.
- Assist with annual projects and perform other duties as assigned by the Manager.

Qualifications:

- Graduation from an accredited four-year college or university.
- Bachelor's degree in finance related field is required.
- Experience in the financial industry is preferred.

The State of Tennessee is an Equal Opportunity Employer.

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