

STATE OF TENNESSEE



TREASURY DEPARTMENT

STATE CAPITOL  
NASHVILLE, TENNESSEE 37243-0225

**Service Counselor 2- Benefits**

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.

DESCRIPTION:

The Department currently has two open positions. The positions are responsible for calculating projected retirement benefits for members of the State's retirement program for the member's retirement planning process.

RESPONSIBILITIES:

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

MINIMUM 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.

To apply, submit your resume to: [Treasury.Resumes@tn.gov](mailto:Treasury.Resumes@tn.gov)

*The State of Tennessee is an Equal Opportunity Employer.*