



Position: Regional Loan Officer

Posting Date: January 7, 2020

General Summary

The Regional Loan Officer (RLO) is responsible for soliciting, negotiating and underwriting residential mortgage (TRID loans), consumer loans, routine commercial loans and commercial mortgage loans in compliance with the Bank's policies and regulatory requirements. The RLO will support the retail branch network of the Bank by covering all commercial and residential mortgage loans and all other loan requests over and above the approval levels of the Branch Manager.

Primary Duties and Responsibilities

- Develop and execute strategies to increase market share and profits. Proactively develop loan portfolio by pursuing and maintaining successful relationships through business referral sources and existing and prospective borrowers.
- Evaluate loan applications and documentation by verifying credit worthiness.
- Analyze applicants' financial status and credit standing to determine feasibility of granting loans. Handle required correspondences with applicants and borrowers.
- Comply with all TRID requirements.
- Manage all aspects of the customer relationship for loans within the RLO's portfolio.
- Responsible for attaining established loan and deposit goals.

Knowledge, Skills and Abilities

- Minimum 2 years of banking/lending experience.
- Bachelor's degree with course work in business, finance, or accounting preferred.
- Solid sales, credit and analytical skills.
- Exceptional listening and communication skills.

Please email resume and/or completed application to HR@queenstownbank.com.

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