

Loan Officer

Come work for the Bitterroot's Best Employer, Best Credit Union and Best Customer Service. We are seeking a dedicated and detail-oriented Loan Officer to join our loan team. The ideal candidate will be responsible for evaluating, authorizing, and recommending approval of loan applications for individuals and businesses. As a Loan Officer, you will assess the financial status of applicants, review their credit history, and analyze the risks associated with loan approval. Your goal will be to help qualified applicants obtain loans in a timely manner while ensuring compliance with our company policies and legal regulations.

Key Responsibilities:

- **Member Interaction:**
 - Meet with applicants to obtain information for loan applications and to answer questions about the process.
 - Educate members on different types of loans and credit options that are available, as well as the terms of those services.
- **Loan Processing:**
 - Analyze and evaluate the applicant's financial status, credit, and property evaluations to determine the feasibility of granting loans.
 - Review and verify loan documents and application forms to ensure they are completed accurately and in compliance with company policies.
- **Decision Making:**
 - Approve loans within specified limits and refer loan applications outside of those limits to loan committee for approval.
 - Recommend solutions to members with delinquent loans.
- **Risk Assessment:**
 - Conduct thorough assessments of loan applicants' financial backgrounds and provide recommendations.
 - Assess creditworthiness by processing loan applications and documentation within specified limits.
- **Relationship Management:**
 - Maintain and develop relationships with members, ensuring excellent customer service and satisfaction.
 - Collaborate with members to develop long-term financial strategies.
- **Compliance:**
 - Ensure all lending procedures comply with regulatory policies and guidelines.
 - Stay updated on changes in industry regulations that affect lending practices.

Qualifications:

- **Education:**
 - Bachelor's degree in Finance, Business Administration, Economics (or related field) or five years of proven lending experience in lieu of degree.
- **Experience:**
 - Proven working experience as a Loan Officer.
 - Experience with consumer and mortgage loan processing.
- **Skills:**
 - Strong analytical and mathematical skills.
 - Excellent interpersonal and communication skills.
 - Detail-oriented with strong organizational skills.

- Proficiency in loan origination software and MS Office Suite.
- **Certifications:**
- Relevant certifications (e.g., MLO (Mortgage Loan Originator) license) are preferred.

Key Competencies:

- **Financial Acumen:** Understanding of financial statements, credit reports, and lending procedures.
- **Customer Focus:** Dedicated to meeting the expectations and requirements of internal and external customers.
- **Problem-Solving:** Ability to analyze information and evaluate results to choose the best solution.
- **Time Management:** Efficiently managing one's time and the time of others to meet deadlines.

Benefits:

- Competitive wages.
- Comprehensive health, dental, and vision insurance plans.
- 401k plan with company match.
- Paid time-off and holidays.
- Ongoing training and professional development opportunities.