



Mortgage Lender

Primary responsibilities include the daily administration and development of a portfolio consisting of a variety of loans and mortgages. Recommends proposal to Credit Risk Management/Credit Committee.

Primary Responsibilities:

- Processes Loan/Mortgage/Credit Card Applications in a timely manner with recommendation via credit presentation for approval or denial and communicates with customers following the decision.
- Arranges meeting with customers to discuss applications and/or to close the credit facilities as appropriate.
- Completes credit investigations on customers by verifying information such as: employment, earnings, credit history and any other supporting information as appropriate.
- Reviews for accuracy and signs (if applicable) Credit Facility Letters, Attorneys' Mortgage Instruction and closing documents prepared by the Loan Administrators.
- Assists customers and/or others with any loan or mortgage queries.
- Actively pursues and communicates with customers as to causes for any delinquency and attempts to resolve an agreed process to ensure clearance.
- Negotiates directly or indirectly in the restructuring and collection of problem loans, working in conjunction with senior officers and/or legal counsel as required.
- Provides Pipeline Report on pending loans and/or mortgages.
- Develops relationships with customers and businesses to promote goodwill and generate new business.
- Any other duties as reasonably requested.

The successful candidate must have:

- High School Diploma
- A minimum of five years relevant experience in Retail credit.
- The ability to work with limited supervision in a busy office environment.
- Must be a team player with a good knowledge of lending.
- Excellent computer literacy skills, including but not limited to Microsoft Word & Excel.
- Excellent communication skills, both written and oral; effective interpersonal skills.

Clarien is an equal opportunity employer and offers a competitive compensation package commensurate with qualifications and experience.

Please submit a detailed cover letter and résumé no later than March 1st, 2019 to:

Human Resources Department
19 Reid Street, Hamilton HM 11
P.O. Box HM 665, Hamilton HM CX
Email: jobs@clarienbank.com
Fax: + 441 296 7701

www.clarienbank.com | 441 296 6969

Head Office: 19 Reid Street, Hamilton HM11, Bermuda | Paget Plaza: 161 South Road, Paget DV04, Bermuda

We sincerely thank all applicants for their interest. Only those candidates under consideration will be contacted.

Clarien Bank Limited through its wholly owned subsidiary companies is licensed to conduct bank, investments and trust business by the Bermuda Monetary Authority.