



Mortgage Loan Officer

Role Overview:

The Mortgage Loan Officer serves as a trusted advisor, guiding clients through the home-buying journey with professionalism, care, and expertise. This position is ideal for someone who values relationship-building, thrives in a community-focused environment, and is passionate about making the home-buying experience seamless and rewarding for clients.

About the Role:

- Act as a knowledgeable advisor, providing personalized guidance to clients throughout the mortgage process, from pre-qualification to closing.
- Build strong, lasting relationships by understanding clients' financial goals and identifying mortgage products that best meet their needs.
- Educate clients on loan options, rates, and terms, empowering them to make informed decisions about their home purchase.
- Evaluate and process mortgage loan applications with accuracy and efficiency, ensuring all documentation is complete and compliant with regulatory requirements.
- Collaborate with underwriters, processors, and other team members to ensure timely and successful loan closings.
- Maintain clear and consistent communication with clients, keeping them informed of their loan status and addressing any questions or concerns.
- Serve as an ambassador for the bank in the local community, building trust and fostering connections through participation in community events and outreach.
- Partner with local real estate professionals, builders, and other stakeholders to promote the bank's mortgage services and support clients throughout the home-buying process.
- Work closely with the mortgage team and other bank departments to deliver a seamless client experience and support the bank's overall mission and goals.
- Share insights and best practices to enhance team performance and client satisfaction.
- Performs other related duties as assigned.

About You:

- Proven experience in mortgage lending, loan origination, or a related financial services role.
- Strong understanding of mortgage products, lending regulations, and the home-buying process.
- Excellent interpersonal and communication skills with a genuine passion for client service.
- Detail-oriented with strong organizational skills and the ability to manage multiple priorities.
- Demonstrated ability to build relationships and add value as a trusted advisor.
- Proficiency with mortgage software systems and familiarity with loan processing workflows.