

MORTGAGE LOAN ORIGINATOR



Join one of the oldest and largest independent community banks in the state of New Mexico. First American Bank is strong, stable and financially secure.

SUMMARY:

Responsible for originating all documents for family residential mortgage loans; including loans maintained in the bank's portfolio and the secondary market.

RESPONSIBILITIES:

Interview prospective borrowers to determine applicable loan program. Make credit recommendations. Order credit reports, appraisals, surveys, title documentation, and assist processors with verification process. Maintain working relationship with borrowers, realtors, service providers, and fellow employees. Meet disclosure requirements and adhere to all federal and state banking and lending regulations.

REQUIREMENTS:

Must have familiarity with laws & regulations governing real estate lending and the banking industry. Candidate should possess good organizational skills, be multi-task oriented and have the ability to work independently in a deadline driven environment; confidentiality is a must. Excellent communication skills and the ability to cross-sell bank services & products; have a working knowledge in Microsoft Office software. Bachelors degree in business, finance or related field; experience in accounting, finance, real estate or business management is preferred.

