

## **Position title: Loan Processor | Mortgages**

Wealthy You is an established and progressive finance company with office located in Sydney CBD (two minutes' walk from Wynyard train station). We offer our clients professional financial solution with the aim to assist in building their property portfolio.

An exciting opportunity to join forces with a dedicated Mortgage Broker as a Loan Processor. Be part of an organisation that ensures high client satisfaction and a fantastic customer experience. You will be responsible for proactively 'wowing' clients when processing the deal from end to end, from the preparation through to lodgement and settlement.

### **Job Description:**

- Processing loan applications supplied by brokers.
- Handle customer enquiries in a professional manner.
- Ensure you have a high level of industry and product knowledge.
- Managing loan applications from preparation, lodgement, loan approval and through to settlement.
- Be the first point of contact for all parties, ensuring a seamless and exceptional experience.
- Post settlement customer service activities - any variations or switches to existing loans.
- Perform preliminary credit assessments and evaluating potential loan serviceability.
- Maintain key relationships and liaise with internal and external stakeholders to solve any customer queries.

### **The Ideal Candidate:**

- 2-3 years of loan processing experience within a banking or broking environment (essential).
- An understanding of lending practices and loan structures and familiarity with a broad number of lenders and processes.
- Residential lending exposure (essential).
- Ensures high client satisfaction and experience.

- Handling variable workloads, multitasking and prioritising.
- Has a customer-centric approach and a practical approach to problem-solving.
- Strong interpersonal and communications skills
- Excellent organisation skills, time management skills and an eye for detail and improving efficiencies Strong creative, client services, and interpersonal skills.

## **What's in it for you?**

- Flexible work arrangements.
- Competitive remuneration.
- Opportunity to be part of a talented and growing organisation.
- Career development and growth.
- A social atmosphere.
- Work with friendly and approachable people.

**If you are a Loan Processor and this sounds like you, your skills and knowledge will significantly contribute to the growth and development of the organisation! We'd love to hear from you. Send us your resume and a cover letter to [info@WealthyYou.com.au](mailto:info@WealthyYou.com.au).**