

Position Title: Entry-Level MLO
Status: Full time, On-site work position
Location: Texas



PLEASE READ CAREFULLY THIS INFORMATION BEFORE APPLYING

Our team culture is second to none!

Matador Lending is a full-service mortgage company with a recipe for success in the competitive mortgage industry. Our leadership and team have a long record of success and we've built a team that supports each other, and operates for high output while maintaining a collaborative and fun work environment. Therefore, we are looking for a new member who can keep our pace!

We want to get to know you beforehand! We kindly require all applicants to record and send a short introductory video.

Instructions:

- The video should be at least 30 seconds long.
- Tell us about yourself naturally, your experience, education, motivation to join us, and anything else you would like us to know about.
- You may use the video recording app/tool of your choice.

About the position

This is an entry-level, in-office role. You will originate residential, commercial, real estate mortgages loans and help clients through the approval process — from preparing the loan to closing. You will receive professional and on-the-job training to grow into a full-time loan officer to excel in your career.

Responsibilities

- Conducts interviews with prospect borrowers to analyze financial, credit data and payment methods.
- Advises customers on product/pricing guidelines and policies regarding their specific customer financial objectives.
- Ensure customer services by maintaining knowledge of procedures, regulatory requirements.
- Guide customers through the loan application process.
- File loan applications and supporting documents.
- Develop referral networks to locate prospects for loans.

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- Handle customer complaints and take appropriate action to resolve them.
- Assists departmental support staff when necessary.
- Performs other related duties as assigned.

Qualifications and requirements

- Previous experience in finance, real estate, banking, or other related fields.
- Familiarity with financial and lending practices.
- Ability to build rapport with clients.
- Ability to lead, and the desire and ambition to get ahead.
- Excellent written and verbal communication skills.
- Strong client care/communication skills to interact with Clients and Borrowers.
- Must be organized, able to multitask, and pay keen attention to detail.
- Bilingual Spanish a plus.

Benefits/Perks:

- Competitive compensation.
- Paid vacation, holidays, and sick time.
- Health, Dental, Vision, Life, and 401(k).
- Company-sponsored licensing renewals & continuing education.
- All leads provided, no cold calling necessary.
- Relaxed company dress code.
- Company events and team building activities to promote our organizational culture.

Application

Interested individuals please send a resume and video recording to admin@matadorlending.com or upload them to the following Dropbox folder <https://bit.ly/3wQljLC>. Reference this job, "Entry-Level Loan Officer" in the subject line of your message.

Matador Lending is an Equal Opportunity Employer