Loan officer Resume sample

Your Full Name

Sender’s Mailing Address

Sender’s Phone Numbers

Sender’s Email Address

**Professional Summary**

* Considerable amount of experience in banking and landing arena with knowledge of residential mortgage lending.
* Proficient in writing different type of reports.
* Excellent communication skills.
* Adept in managing multitudinous tasks with superb organization skills.
* Ability to build rapport with customers with different backgrounds.
* Complete knowledge on pricing and the underwriting procedure in the mortgage industry.

**Key skills**

* Making sure that a loan meets the customer’s needs.
* Determine customer’s eligibility and acceptability for a loan.
* Able to follow loan protocols.
* Excellent negotiation and marketing skills.
* Identifying referrals for new lending opportunities.

**Professional Experience**

Xyz Mortgage Inc.

Branch Bank loan officer may 2010-may2011

Reviewed customer documents for compliance within company policy

* Coordinated with REO realtors on the marketing and finance of properties.
* Assessed and evaluated customer’s financial needs.
* Co-ordinated all aspects of the mortgage application process.
* Marketed and promoted the financial mortgage products to the branch teams.
* Meet deadlines for closing on mortgage loan applications.

**Education**

Bachelor’s degree in Business Administration 2010s

Amity University, Noida