



AgChoice Farm Credit

Consumer Loan Specialist

Pennsylvania's leading rural lender is looking for qualified Consumer Loan Specialist to work from our Mechanicsburg office. Our Loan Specialists work closely with a team to serve the financial needs of our customers. They process loan documentation and perform a variety of customer service functions for processing agriculture, equipment, real estate processing and closings, etc.

RESPONSIBILITIES INCLUDE:

- Provide excellent customer service via telephone, mail and electronic communications
- Process loan documents quickly and accurately
- Book loans and perform other related loan accounting duties
- Maintain accurate customer and business records through CRM system
- Imaging of documents
- Support the sales of all products and services that enable association growth

REQUIREMENTS:

- Strong working knowledge of regulatory Federal compliance requirements for consumer loan processing and compliance
- Works well in team environment to accomplish team goals
- Strong knowledge of computer software applications
- Excellent communication and interpersonal skills
- Education or experience equivalent to a Bachelor's Degree in Business, Accounting, or Finance, paralegal experience
- Knowledge of grammar, spelling, punctuation, and required formats to recognize and correct correspondence and reports
- Organized and able to work independently under general supervision

An EOE including veterans and individuals with disabilities.

Interested? Apply online at <http://agchoice.balancetrak.com>.