

Commercial Loans Closer – Pewaukee Office

Summary

Join a company who shatters the "stuffy banker" stereotype. We love where we work because of who we work for: our customers and ourselves! If you are interested in joining our dynamic employee-owned organization and have one to three years commercial loan operations experience, we would love to talk with you.

Oh, did we forget to mention that this opportunity is at our new corporate office in Pewaukee? Our office won one of Milwaukee's Coolest Offices in 2020, includes a workout facility, pool table, golf simulators, and just plain comfortable environment to spend your day. We have high expectations of our employees' performance, but we also have high expectations for making sure you are successful and that you enjoy your workday.

Job Responsibilities

- Obtain and review all supporting documentation (entity documents, insurance, title work, lien searches)
- Review attorney prepared loan documentation prior to loan closing, for adherence to bank policies, procedures, standards and compliance requirements.
- Prepare loan documentation for CRE and C&I credits of all sizes in a timely manner, meeting customer expectations, using the bank's documentation system.
- Review title commitments and UCC Searches to ensure the Bank will be in first position.
- Issue Letters of Credit.
- Board loans to the operating system.
- Processing payments, including participation payments, and other GL transactions.
- Complete all compliance related checklists and forms – HMDA, Reg H, Bene. Ownership.
- Perform escrow functions, including annual analysis and disbursements.

Employee Benefits

Westbury Bank offers a comprehensive and high-quality of benefits to support you throughout your career. Our offerings include:

- Medical, Dental, & Vision Insurance
- Life Insurance
- Short & Long Term Disability Insurance
- Paid Time Off
- Paid Holidays
- 401(k) with competitive company match
- Employee Stock Ownership Plan

Job Location

Pewaukee

Position Type

Full Time

To be considered for this exciting opportunity, click [Here](#) to complete an online application.

Email resumes to Human Resources: careers@westburybankwi.com

Westbury Bank is An Equal Opportunity Employer/Minority/Female/Disabled/Veteran