

CURRENT JOB OPENING

Residential Mortgage Originator (Full Time)

Dedham Savings is currently seeking to expand our Residential Mortgage Department with Originators who will complement our existing origination team. Originating residential mortgage loans and participating in activities that will increase the Bank's share of the local market while providing the highest level of customer service will be important components of this position. Although previous experience is helpful, we are willing to train the candidates who we believe possess the willingness, the drive, and the skills needed to be successful. The essential duties will include:

- Interviewing applicants to discuss their mortgage requirements and repay capacity
- Informing customers of the various loan programs and products offered by the Bank and cross selling the appropriate products
- Utilizing the Banks Origination System to input loan applications and to obtain credit information, property details, and borrower's information
- Attending periodic sales meetings
- Promoting and developing Bank business through community events and outreach
- Continuing outreach to new and existing customers in order to retain and attract loan business
- Providing exceptional customer service during the entire loan process

The ideal candidate will possess the following qualifications:

- Three plus years of mortgage banking experience helpful
- Knowledge of conventional loan requirements and secondary market guidelines
- Knowledge of Database software, Microsoft programs, and loan origination systems
- Ability to communicate effectively both verbally and in writing
- Valid Massachusetts driver's license, clean driving record, and dependable transportation in order to make ongoing sales calls
- Enjoy working as a cooperative team member as well as having the ability to plan, organize, and structure the independent aspects of the position
- Current registration in the National Mortgage Licensing System (NMLS) or the ability to secure this license by passing the required background check

Please direct any interest to:

jean.tennihan@dedhamsavings.com

or

Jean Tennihan, SVP/Human Resources

Dedham Savings

55 Elm Street

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Dedham Savings is an Equal Opportunity, Affirmative Action employer, and applicants for employment are considered without regard to race, color, religion, sex, sexual orientation, age, marital status, national origin, disability, Veteran status, recently separated Veterans, and all other categories covered by law.