



The Victory Bank currently has a position for a LOAN DOCUMENTATION SPECIALIST open. If you are looking for a great opportunity in a fast growing, team atmosphere, and are committed to delivering an unmatched level of customer satisfaction, THE VICTORY BANK may be where you belong. Qualified candidates must possess skills normally associated with a high school diploma or equivalent. Generally requires a minimum of 3-5 years consumer and commercial loan documentation experience. Consumer disclosure and TRID experience is preferred. LaserPro experience is also preferred. Also, Windows based computer environment competency, primarily the capable use of the Word and Excel applications, an ability to be proficient with loan related computer systems and the ability to interface with customers in a professionally acceptable manner is required. We are looking for a person who is thorough and detailed oriented. Job duties will include accurately preparing loan documentation, entering loans on our system, perfecting collateral, managing tickler reports, understanding property searches, verifying insurance coverage, and electronically storing documents.

The Victory Bank is a commercial bank that services all clients. We are open Monday through Friday. The Victory Bank is guided by a clearly defined set of values- exceptional service, respect, integrity, candor, teamwork and innovation.

Interested candidates may send their resumes and salary requirements.

Equal Opportunity Employer/ Member FDIC.

Shelly Stockmal
Victory Community Leader, VP

The Victory Bank

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