

Maxine Curry

Loan Officer

AREAS OF EXPERTISE

Reference checking

Underwriting loans

Financial services

Cold calling

Converting leads

Team meetings

PROFESSIONAL

French speaker

First Aider

PERSONAL SKILLS

Resourceful

Team player

Building relationships

High energy levels

CONTACT

Maxine Curry
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Driving license: Yes
Nationality: British

PERSONAL SUMMARY

Maxine is an expert at analysing and evaluating an applicant's financial status and then finding them the best loan deals in the marketplace. She is determined to give her clients the most affordable and relevant mortgage, credit and financial packages out there. During her career she has worked out payment schedules for, and dealt with defaulters from all social backgrounds. Right now she would like to join a company that boasts an enviable position within the marketplace and which holds extremely ambitious growth plans for the future.

WORK EXPERIENCE

Company name – Location

LOAN OFFICER Jun 2013 – Present

Responsible for conferring with underwriters to resolve mortgage and loan application problems.

Duties:

- Assessing whether applicants qualify for loans based on the information they have provided in their application forms.
- Setting credit policies, credit lines, procedures and standards in conjunction with senior managers.
- Evaluate a person's credit worthiness.
- Reviewing loan agreements on a regular basis to ensure nothing has changed.
- Interviewing loan applicant and asking them questions.
- Handling customer complaints in a professional manner.
- Talking to potential borrowers about the various types of loans available to them.
- Writing up credit reports on potential borrowers.
- Keeping all loan and applicant information confidential.
- Diplomatically explaining to applicants why their applications have been rejected.

Company name - Location JOB TITLE Dates (i.e. Aug 2011 – Jun 2013)

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KEY SKILLS AND COMPETENCIES

- Staying abreast of new types of loans and other financial services and products in the marketplace.
- Only selling the most appropriate loan solution that suit the customer's needs.
- Experience of selling personal, auto and commercial loans.
- Excellent verbal and written communication skills.
- Positive, confident and friendly demeanour with high level of integrity.

ACADEMIC QUALIFICATIONS

Nuneaton University 2008 - 2011
BSc (Hons) Sales Management

Coventry Central College 2005 - 2008
A levels:
Maths (A) English (B) Technology (B) Science (C)

REFERENCES – Available on request.



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