

Operations Manager/ Mortgage Loan Originator

Department: Sales

Reports to: Director Homeownership and Sales

CHN Housing Partners (CHN) recently created CHN Housing Capital (CHN-HC) to provide capital that will increase homeownership and strengthen suppressed housing markets. The markets in many neighborhoods of greater Cleveland are static with little improvement since the 2007 economic recession. These markets continue to experience low sales volume due in large part to lack of access to capital resulting in blight and physical distress. CHN-HC will fill a significant gap in the financing marketplace in Cuyahoga County by providing an alternative means for residents to access mortgage financing to purchase homes.

Responsibilities:

The Operations Manager/ Mortgage Loan Originator will play a pivotal role in setting up the CHN Housing Capital platform for non-profit lending. This position will have responsibility to lead and direct mortgage loan originations and operations; ensure a high level of customer service to clients; and maintain delivery of high quality products and adherence to regulations and compliance.

The ideal candidate must possess a minimum of 5 years' experience in the mortgage and lending field as a licensed mortgage loan originator under Ohio law. This includes having direct contact and interaction with borrowers during all phases of making residential loans.

Knowledge and skills:

- 5+ years of experience as a licensed mortgage loan originator under Ohio law, with residential mortgage lending at a variety of lending institutions
- Residential real estate loan underwriting knowledge

- Ability to acquire or currently have all certifications and licenses required to qualify and serve as CHN-HC Operations Manager under Ohio law
- Strong business development and networking skills, including an established network of real estate professionals and centers of influence that can generate lending opportunities
- Excellent verbal and written communication skills

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