



CRE Term Lending Loan Closer Irvine, CA

COMPANY OVERVIEW

Sabal Capital Partners (SCP) is a nationwide wholesale small balance commercial real estate mortgage company. Sabal Capital Partners provides permanent and bridge debt solutions for commercial real estate for agency, capital markets and balance sheet execution through its highly specialized wholesale lending platform. Sabal Capital Partners sources loans through correspondent agreements with brokers and banks. Sabal Capital Partners is a fully integrate platform including a rated commercial servicing operation to manage all loans it originates.

POSITION SPECIFICATIONS

Sabal is seeking an individual to process commercial real estate loans from application through funding with respective internal and external parties to ensure efficient loan closing.

KEY RESPONSIBILITIES

- Ensure receipt of all documentation necessary to prepare the loan for closing.
- Follow up with Broker, Underwriter and Client, as required for file completion.
- Track orders for appraisals, title reports, environmental reports, legal formation documents, credit reports and any other documents required for processing the loan.
- Complete paper and/or electronic file set-up for closing process.
- Work with internal and external counsel to deliver loan documents, obtain appropriate signatures, and deliver to escrow for closing,
- Complete review of executed loan documents. Audit files for documentation completeness, accuracy and calculation of fees.
- Complete post-closing funding procedures and deliver closed transactions to Loan Servicing.
- Prepare loan status reports and documents as required.
- Perform administrative duties including, but not limited to, preparing correspondence, photocopying, electronic filing, faxes, and notarization of documents.

PROFESSIONAL EXPERIENCE/QUALIFICATIONS

- Minimum 3 + years of commercial lending experience in loan processing/closing.
- Knowledge of loan servicing system.
- Strong analytical skills with advanced proficiency in Excel and Word.
- Ability to communicate ideas (written and verbally) clearly and concisely.
- Ability to work independently and responsibly with little supervision and instruction, but also work well in a team-oriented environment.
- Attention to detail, organization, responsiveness is essential.

At Sabal, you can have a rewarding career on every level. In addition to challenging and meaningful work, you will have the chance to have an impact on the future direction of the company by interacting directly with board members and Sabal's senior management team. Our culture of innovation, drive, growth and entrepreneurship, means your ideas on how to improve our business will be a key component on our future growth as a successful business franchise. At Sabal, we embrace a team oriented, collegial, and "can do" approach that rewards employees based on the success of the overall business and individual contributions.

CONTACT SABAL

If you have interest in this challenging and rewarding opportunity, please contact us at kelly.garriott@sabalfin.com or fax your resume to 888-947-3232. No phone calls please.