

## **CREDIT UNION BUSINESS SERVICES**

### **POSITION DESCRIPTION**

#### **COMMERCIAL LOAN UNDERWRITER – Peachtree Corners, GA**

Credit Union Business Services or “CUBS” is a credit union owned real estate firm that manages mortgages for borrowers on behalf of credit unions in Georgia, Tennessee, South Carolina and Alabama. Our services include underwriting, closing and servicing.

*NOTE: Residential and Insurance underwriters without commercial experience will not be considered.*

**SCOPE:** Underwriting and administration of commercial real estate mortgages.

Activities include:

- Analysis of business financials and tax returns.
- Developing credit memos, and analyzing property level and global cash flows.
- Interfacing with borrowers and financial professionals.
- Working with commercial loan servicing software.

Skills required:

- Proficiency with 1040, 1041, 1065, 1120S and 1120 tax returns.
- Credit analysis / commercial underwriting.
- Strong oral and written communication.
- Proficiency in Microsoft Word and Excel.

Experience required (4 years minimum):

- Application of accounting for businesses.
- Commercial cash flow analysis.

CUBS is 100% credit union owned. Our office is located in Peachtree Corners, Georgia in the Excel Federal Credit Union building. This job has regular working hours and the compensation includes a generous employee benefits package.

Please send resume to David Polevoy at [davidp@cubslc.org](mailto:davidp@cubslc.org)