

Job title: Lending Support Specialist
Open: Immediately
Hours: Full-time 40 hours per week

- Normal business hours Monday – Friday

Credit Union hours are Monday through Friday 8:30 – 5:00.

Description:

We at the University of Nebraska Federal Credit Union like to make a difference in our customers' lives and we work hard to help our members save time and money.

Under the direction of the loan department, the successful candidate will work to engage and build sustainable relationships with our members by assisting with their credit union needs. Responsibilities include GAP claim processing, monitoring and disbursing online loan applications to loan officers; reviewing loan documentation; and processing all paid off loans and release of liens or deeds of trusts. Other essential functions include, but are not limited to, overseeing the Safe Deposit Box program, opening new accounts, updating member information, pulling credit reports, processing wires, overseeing the collateral protection insurance process, calculating and providing loan payoffs, monitoring titles, performing IRA processes, answering incoming calls, and assisting in the indirect auto lending process.

If you have an outgoing personality, great communication skills, and a passion for helping others, you may be the perfect person to join our team!

University of Nebraska Federal Credit Union is an Equal Opportunity Employer

- Education: A high school education or GED.
- Experience: Six months to two year of similar or related experience.
- Salary: Variable – Based on Experience
- Employer: University of Nebraska Federal Credit Union

Please send resumes and cover letter to:

Samantha Cressler
University of Nebraska Federal Credit Union
1720 P ST.
PO Box 82847
Lincoln, NE 68501-2847

Fax: 402-472-6814

Email: scressler@nufcu.org