



Role Overview

Job title	Underwriter
Team	Underwriting Team
Position	Full Time
Location	Head Office & Hybrid
Reporting to	Sue Baines – Underwriting Manager
Responsible for	Not applicable

About the Role

We are seeking an experienced, confident and customer focused individual to join our existing Mortgage Underwriting Team in Loughborough.

This role provides a first-class service to our internal and external customers by underwriting and processing mortgage applications from across the Society's product range for both direct and intermediary business.

To be successful in this position, you will be a team player with a 'can do' attitude. Furthermore, you will have strong communication skills and the confidence to complete tasks with strong attention to detail.

We're offering a hybrid working pattern for this position. The successful candidate will be expected to attend our Head Office in Loughborough a minimum of 3 days each week.

Skills & Experience

- Mortgage mandate held ideally for a variety of secured lending types, including residential, buy to let, self-employed and self- build.
- Organised with the ability to prioritise tasks and to work under pressure.
- Strong decision- making skills.
- Excellent accuracy and attention to detail
- The ability to work independently and as part of a team.
- Excellent problem solving and analytical skills.
- Confident and effective communication skills, written and verbal.

Key Tasks & Responsibilities

- To underwrite and process mortgage applications within the Society's policy and risk appetite.
- To liaise and communicate effectively and promptly to internal and external customers whilst always delivering the highest standard of customer service.
- Demonstrate a sound understanding of regulatory and compliance requirements.
- To provide training, support and mentoring to less experienced team members and wider Society staff when required.
- Be a team player with a positive approach to all tasks.
- To contribute to the continuous improvement of procedures and policy relevant to the mortgage function to ensure the Society's core values, risk appetite and business requirements are met.

Behaviours

At The Loughborough we recognise that how we behave directly impacts our members' experience. We want people with a positive approach to our expected behaviours.

- Focus on Member – Exceeding the expectations of our internal & external customers.
- Focus on Society – Knowing where we want to be, what success looks like and exceeding expectations. Taking personal responsibility for achieving excellent business results.
- Focus on Teamworking – Working together continuously & promoting co-operation to achieve our business objectives.
- Focus on Improvement – Continuously strive for innovative and better ways to deliver our business.
- Focus of Self – Meet future challenges by building knowledge and experience and acting as a role model for personal development.

What you'll love about us

- Equal opportunities –We're committed to the principle of equal employment opportunities for all and to providing employees with a work environment free from discrimination and harassment. All employment decisions at The Loughborough are based on business needs, job requirements and individual qualifications, without regard to all nine protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation) We won't tolerate discrimination or harassment based on any of these characteristics.
- Flexible working – a great work / life balance with our flexible working scheme and Hybrid working patterns.
- Rest and relaxation – 25 days holiday entitlement plus bank holidays.
- Health benefits – Bupa, Help@Hand, Mental Health First Aiders, company sick pay scheme, wellbeing day.
- Life Assurance – 4x salary death in service benefit.
- Employee pension scheme through Aviva with 7% company contributions, increasing to 12% with 5 years complete service.

How to apply

Send us your CV and tell us why this is the job for you to careers@theloughborough.co.uk

Closing date for applications is 26th July

We'll be in touch to arrange interviews, but if you're not quite the right person for the role we'll let you know why.