

This position is responsible for underwriting and managing a portfolio of commercial and residential construction loans for MCAP's Managed Investors and third party lenders. This role will work with solicitors; cost consultants and MCAP's Funding Group to ensure loans are funded as per the terms of approval and are monitored effectively.

Oversee Underwriting Adjudication for Construction Loans

- Analyze project feasibility and market by examining profit margins, project costs, competitive price points for end units, commercial leases/income and expense analysis, debt service analysis, commercial take out feasibility, time frame for completion, competition, location, economic conditions and sales absorption.
- Analyze personal and/or corporate financial statements of borrowers and/or guarantors to determine their financial strength and liquidity.
- Prepare and submit credit applications which identify credit risk and how it is mitigated in the form of Term Sheets, Loan Summaries, Loan Amendments and/or Loan Renewals for review and support.
- Prepare Letters of Interest, Commitment Letters, Amendment Letters and Renewal Letters detailing the terms and conditions of the approval.

Oversee Account Management for Loans

- Provide support to the Funding Group in the processing of the initial loan advance and ongoing monthly progress draws by reviewing the cost consultant reports and ensuring all pre-funding and any ongoing conditions have been satisfied as per the terms of the approval
- Report to any loans operating outside the approved loan parameters outlining status of loan and recommended course of action
- Prepare and recommend Loan Amendments throughout the life of a loan as a result of changes to the project budget, security, market conditions and/or the financial strength and liquidity of the Borrower and/or guarantors
- Proactively monitor maturing loans to ensure Loan Renewals are prepared and submitted on a timely basis
- Process monthly and quarterly loan reports and Managed Investor cash flows

Provide Customer Service to our Borrowers

- Contact for the Borrower to address and resolve any concerns or issues in a timely matter

What You Bring To The Team

- Over 3 years of construction lending experience or 2 years of demonstrated experience working in this capacity.
- Detail-Oriented
- Proficient with MS Word, MS Excel, MS PowerPoint,
- Ability to demonstrate initiative/confidence and is decisive.
- Exceptional oral and written communication skills
- Excellent organizational and time-management skills
- Ability to multi-task in a fast-paced environment
- Strong analytical and problem-solving skills
- Proven ability to foster relationships
- Strong customer service skills.
- Self-driven, motivated with the ability to work independently and in a team environment
- Carries out duties with integrity and takes responsibility for actions
- Bachelor's Degree in Business preferred Certifications/Designations Required

If this sounds like you and you are looking to be a part of one of Canada's largest independent mortgage finance companies, then we want to hear from you!