
Bank Credit Officer Resume

Job Objective

Seeking a Bank Credit Officer position where my skills and experience can assist in growth of the organization.

Highlights of Qualifications:

- Wide knowledge of loan documentation, loan policy and regulations
 - Good understanding of credit principles, lending functions and loan analysis
 - In-depth knowledge of the Loan Grading Process
 - Thorough knowledge of bankruptcy law and related legal proceedings
 - Ability to access analyze loan documents
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Professional Experience:

Bank Credit Officer

PNC Bank, Muskegon, MI

August 2005 – PresentHandled functions with regard to Credit Administration.

Administered Loan Servicing and Administration.

Formulated annual Performance Appraisals.

Trained Servicing and Administration, Loan Workout and Credit Analysis Staff.

Maintained compliance of Bank's loan portfolios.Bank Credit Officer

Citizens Business Bank, Muskegon, MI

May 2000 – July 2005Formulated credit proposals and imparted advisory support.

Coordinated with Regional Credit Risk Management team.

Handled lending portion of audits and exams.

Trained lending officers and aided as Bank's Safety and Soundness Officer.

Aided as Bank's Corporate Flood Officer.

Education:

Bachelor's Degree in Finance

Colby College, Waterville, ME

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