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## Mortgage Account Executive Resume

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### Job Objective

To secure a position with an expanding company as Mortgage Account Executive where my education and experience can be utilized to the fullest.

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### Highlights of Qualifications:

- Strong accomplished experience in wholesale mortgage banking industry
  - Wide knowledge of loan programs, standard underwriting guidelines and compliance
  - Thorough knowledge of residential lending practices
  - Strong organizational and interpersonal skills
  - Excellent problem-solving and interpersonal skills
  - Proficient with loan production software, e-mail, Word, and Excel
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### Professional Experience:

Mortgage Account Executive  
Capital City Bank Group, Vevay, IN  
August 2007 – Present

- Interviewed and gathered information from applicants; and determined acceptable loan risk in conformance with bank policy.
- Obtained and analyzed pertinent financial and credit data.
- Arranged for title searches and obtained necessary documents.
- Negotiated terms and conditions of loans.

Mortgage Account Executive  
Fifth Third Bank, Vevay, IN  
May 2004- July 2007

- Handled all aspects of broker relationships.
  - Coordinated customer service between brokers and staff.
  - Complied with company guidelines regarding call reports, volume projections.
  - Enforced company policies with brokers.
  - Monitored expiring rate locks for customer base.
  - Developed marketing plan for increase in volume of business.
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### Education:

Bachelor's Degree in Finance  
Augsburg College, Minneapolis, MN

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