



LOANS CAREER PATHWAY

Corporate Office: 200 Palmer Street PO Box L, Stroudsburg, PA 18360-0160
Lehigh Valley Offices: Alburdis, Allentown, Bath, Bethlehem, Easton, and Nazareth
(570) 421.0531

<https://essabank.com/>

FIND OPENINGS: <https://essabank.com/careers/>

Business Description

ESSA Bank & Trust will be the leading service-oriented community financial institution offering a full range of financial products to Eastern Pennsylvania customers. We will ensure our long-term prosperity by providing products and service in a manner consistent with high standards of quality, on a profitable basis, at the fairest price, in order to create the best possible value for our customers. They will be delivered through distribution systems staffed and supported by customer-driven, friendly, productive employees with a high degree of integrity.

Our employees receive exceptional compensation and can select from a variety of benefits packages. If you are looking for a professional environment with the potential for growth, then look no further! The application process starts with filling out our secure online employment application. Once submitted, you can also fill out and submit our self-identification form; this is completely voluntary.

Knowledge, Skills, and Abilities Needed

We're looking for employees who are or have...

- Customer-driven
 - Friendly
 - Productive
 - Integrity

Connect with us on Social Media!



@ESSABankandTrust



ESSA Bank & Trust



@essabank



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Loan
Origination
Manager

The ability to manage mortgage loan origination efforts, including maintaining awareness of current market trends, competitive rates and products, product design, etc. maintaining current awareness of requirements of PMI companies, Freddie Mac, and other secondary market entities. The ability to identify opportunities and needs within the CRA Assessment Area for credit, investment, and services to low-moderate income households, establishing processes to track, monitor, and report CRA related activities and providing CRA reports and training as required.

Loan
Processor

Effectiveness in developing and implementing a Loan Processing System including accurate, efficient, and timely accommodation of bank and customer loan processing and loan closing service requirements. Ability to provide an example for employees to follow. Exhibits courtesy, tact, friendliness, positive communication, and cooperation.

Loan Servicing
Representative
II

A high school diploma or equivalent normally required; specialized lending education and training. A minimum of two (2) years' experience in related positions normally required. In addition to the preferred experience requirements, promotion from a Loan Servicing Representative I is contingent upon the incumbent's ability to effectively perform multiple tasks, duties, and jobs throughout the department.

Loan Servicing
Representative
I

A high school diploma or equivalent normally required; specialized lending education and training. Proficient reading, writing, mathematics, and grammar skills; proficient communicative and interpersonal relations skills; thorough knowledge of current mortgage and consumer lending regulations; proficient typing and computer skills; a working knowledge of documents used in various loan accounts; a working knowledge of loan products and services which impact mortgage and consumer loan services; visual and auditory skills.