



## **Operations Analyst**

*Greenville, SC*

Lima One Capital, LLC is searching for a quality person who possesses strong values, a great work ethic, and common sense. The person should also have good communication skills and be detail oriented. Experience in our industry is in no way a requirement. We believe in hiring great people and training them on industry specifics. We are a fast-growing company and candidates have great potential to advance within the company.

A generalized list of job responsibilities is below.

- Obtain NMLS Mortgage Loan Originator License
- Organize and prioritize work volume for efficient loan processing
- Communicate with clients and potential clients via phone and email
- Explain loan programs and processes
- Work closely with vendors to schedule appraisals and inspections of properties
- Underwrite and screen potential clients and properties
- Prepare loan files for approval and closing
- Assist in overall operations of the company

## **Benefits**

- Medical insurance
- Dental insurance
- Life, short-term disability, and long-term disability
- 401k plan
- Paid vacation

If you're interested in this position, please email your resume to [Employment@LimaOneCapital.com](mailto:Employment@LimaOneCapital.com).