

## ABOUT THE OPPORTUNITY

Are you looking for that next step in your financial career? Maybe you want to change things and bring your wealth of experience elsewhere? Are you a person that values an inclusive culture, an autonomous yet fun working environment?

Well, look no further! An exciting opportunity has recently become available for an experienced Settlement Officer to join our team.

This is the chance to join one of Melbourne's leading mortgage broking companies, where hard work is awarded accordingly. With a centrally based location on St Kilda Road, you are a stone's throw away from Chapel St with its award-winning restaurants, bars & cafes. You will be joining a dynamic & fun team with a supportive manager & an inclusive culture.

If long-term training and progression opportunities are what you are looking for, there is the option of Broker traineeships after 12 months & the wealth of experience gained will put you in good stead for any further financial career in the future!

## ABOUT THE POSITION

As an experienced Settlements Officer, you will be the person clients & customers go to. You will constantly be on the phone, organising video meetings & ensuring that the client is happy. Liaising daily with the Broker and wider team, this is a collaborative role ensuring the client is receiving the best possible service possible.

You will work within a team of 3 existing Settlement Officers & assist a wider team of 12 Brokers.

Work from home option is available, 2 days a week.

## FUTURE OPPORTUNITIES

- Broker traineeships after 12 months.
- Develop skills in Property Investment, Accounting structures and Financial Planning (other services offered by UFinancial).

## ABOUT YOU

You have a can-do attitude and excellent communication skills; you build rapport with people easily and you always have a proficient work ethic. You pride yourself on your organisation skills and you can prioritise conflicting deadlines. Previous mortgage and loan processing experience is essential!

## CONTACT

If this sounds like you, please email your resume and cover letter to our Operations Manager Leah Bruderlin at [leah@ufinancial.com.au](mailto:leah@ufinancial.com.au).