



Senior Commercial Credit Officer
Massachusetts Growth Capital Corporation - Charlestown, MA

Job Description:

We are seeking a seasoned financial professional to join our team as a full-time Commercial Loan Credit Officer at our Charlestown, MA office. Under the direction of the Chief Credit Officer, you will assist and perform financial analysis of new loans being considered by MGCC, ensuring conformity with established Credit Policy underwriting guidelines. This is a vital part of the process of arriving at lending decisions that provide working capital to generate economic development in Massachusetts and reasonable credit risk for MGCC. As a valuable MGCC team member, your duties will include:

- Assisting in tracking the financial performance of existing loans and identifying problems resulting in solutions for mitigating risk or maximizing recoveries.
- Act as a central point of collection and tracking for all monthly and year-end financial statements.
- Prepare and deliver financial statement request letters and track the collection thereof.
- Interface with all loan officers on credit related questions when initial analysis is conducted and flag inconsistencies in borrower submitted information.
- Prepare monthly and quarterly loan reviews.
- Prepare Excel spreadsheets of historical and projected performance for analysis with MGCC credit underwriting policy.
- Maintain credit files ensuring all reporting requirements are met according to the established guidelines.
- Identify strengths and weaknesses of existing borrowers in the MGCC portfolio.
- Maintain various MGCC portfolio reports.
- Attend in-person client and/or prospect meetings with assigned lender or independently as needed.
- Other job-related duties as assigned.

Qualifications & Skills:

- Bachelor's Degree in Business Administration, Finance, Accounting or Economics.
- 3-5 years of banking and/or credit analyst experience.
- Commensurate experience as a CFO, controller or financial analyst in an industrial setting.
- Strong financial analytical skills with sound judgement and decision-making abilities.
- Excellent communication skills, both written and verbal to convey financial information and customer's company operating issues are required.
- Motivated self-starter and an active learner.
- Proven ability to take initiative and work independently while remaining a good team player.
- Careful attention to detail and time management skills are essential.
- Proficient in Microsoft Word and Excel.

Company Description:

Massachusetts Growth Capital Corporation (MGCC) was established on October 1, 2010, under Chapter 40W of the Massachusetts General Laws, as an independent quasi-public agency formed by the combination of two preexisting entities: the Massachusetts Community Development Finance Corporation and the Economic Stabilization Trust. MGCC is a resource for small businesses seeking growth capital devoted to making nontraditional business loans and administering grants by working with financial institutions, community development corporations and non-profits. Through these collaborations the agency helps create jobs and foster economic growth across the Commonwealth.

Benefits:

MGCC offers a competitive salary and benefits package, including: health/dental/life insurance, employer-paid vision insurance, employer-contribution retirement plan, paid vacation and a student loan paydown plan.

MGCC is an Equal Opportunity and Affirmative Action Employer. MGCC enthusiastically urges women, minorities and people from a wide variety of backgrounds and experiences to apply.

To apply, please send your resume and cover letter to jobs@massgcc.com.