



Example of Group Manager Job Description

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Our company is searching for experienced candidates for the position of group manager. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for group manager

- Manage guaranty analysis of individual business loan requests including assisting originators in qualifying loans, determining borrower's needs, determining appropriate commercial loan product in light of needs and SBA requirements
- Manages the direct interface with the SBA and related entities to obtain guaranty approvals and ensure compliance with various regulatory requirements
- Manage the documentation gathering functions to ensure compliance with SBA requirements prior to submission to the bank's loan closing and documentation unit
- Manage the SBA required documentation to support the bank's evaluation of collateral adequacy, industry risk, loan purpose, business viability, working capital, and guarantor support
- Manages confirmation of appropriate structure and pricing in light of borrower type, industry, collateral, risk and SBA government compliance while documenting any deviations from the prescribed structure
- Manages the verification of underwriting conditions and additional approval requirements in light of regulatory compliance
- Manages the efforts to minimize turnaround-time while thorough documenting credit requests
- Coaches others to pro-actively avoid customer challenges
- Is aware of each manager's strengths and development opportunities
- Verifies that price changes, transfers, are completed accurately and in a

Qualifications for group manager

- 7 or more years of testing or audit experience
- Extensive knowledge and understanding of banking operations and securities and investment firm operations
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- A self-motivator who has demonstrated the ability to work independently
- Professional certification or advanced degrees such as a CRCM, CPR, CBA, CPA, MBA or J.D