



JOB POSTING

Quality Control Coordinator
Overland Park, KS

SCHEDULE: Full-Time

REPORTS TO: Vice President, Residential
Operations Manager

For over 50 years, KS StateBank has balanced home-town banking values with a respected nation-wide presence. Across all departments, our employees are focused on creating positive experiences for our clients by providing incomparable knowledge, outstanding solutions, and exemplary service. Our focus isn't just on our clients; at KS StateBank, we also strive to achieve mutual investment in our employees for long-term organizational and personal success— we invest in our team members and expect to receive engagement and results in return.

As the Quality Control Coordinator, you will assist the department to ensure that mortgage audits are prepared, received, and reviewed to adhere to state, federal, and agency requirements. Located in the Overland Park, Kansas, location, this is a full-time position with the potential for overtime.

The Quality Control Coordinator will assist in evaluating mortgage loan requirements, documents, and processes to meet regulations and KS StateBank requirements. They will work closely with internal and external clients, including 3rd party vendors, and must have the ability to communicate well through both written and verbal methods. Candidates are expected to have well-rounded knowledge on industry procedures and regulations; however, training on organization specific policies, procedures, and software will be provided. Additional duties may be assigned as the department and position grow.

At least two years of current mortgage experience occurring within the past five years is ideal for this position. Experience in all areas of the mortgage support workflow - including processing, closing and underwriting - are preferred, but not required. Familiarity with Encompass, MetaSource and Motivity is a plus. You should have strong attention to detail, good communication skills and at the ability to maintain thorough knowledge in a rapidly changing regulatory environment. You must also demonstrate solid time management and organization skills.

Employee benefits include 401k, health, dental and vision insurance and paid time off.

View the full job description and apply at ksstate.bank/careers.

No phone calls or fax submissions please. EOE