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MORTGAGE LOAN OFFICER RSCWDC7509

Description
We are seeking a driven, customer-focused **Mortgage Loan Officer** to join our team in Washington, D.C. In this role, you will act as the primary trusted advisor for homebuyers, real estate agents, and referral partners. You will manage mortgage applications from initial lead to closing, ensuring a seamless experience while maintaining strict compliance with federal, state, and secondary market guidelines (FNMA, FHLMC, FHA, VA, and USDA).

Job Location
20019, Washington, DC

Valid through
29.10.2040

Base Salary
$ 70,000.00 - $ 220,00.00

Employment Type
DIRECT HIRE

Hiring organization
Reliable Staffing Corporation

Contacts
MPORTANT: A resume must be submitted to be considered for this position. Only candidates who submit a resume will be considered.

If you meet this job description, send your resume and take the next step toward your opportunity with Reliable Staffing

mailto:jobplacements@reliablestaffing.com

Industry
Real Estate/Mortgage

Skills

- **Origination & Sales:** Proactively source, develop, and maintain a robust pipeline of residential mortgage purchase and refinance opportunities through real estate agents, financial advisors, and direct-to-consumer channels.
- **Client Consultation:** Guide prospective borrowers through various mortgage loan products (Conventional, FHA, VA, Jumbo, and down payment assistance programs specific to D.C.) to match their financial goals.
- **Financial Analysis:** Collect, review, and analyze borrower financial documents (tax returns, W-2s, pay stubs, bank statements, and credit reports) to assess pre-qualification and loan feasibility.
- **Pipeline Management:** Oversee active files through the loan lifecycle, collaborating closely with loan processors, underwriters, and closers to meet contract closing deadlines.
- **Compliance & Ethics:** Ensure all loan applications and disclosures adhere to federal and state regulations, Fair Housing laws, and internal underwriting guidelines.

Qualifications

- **Licensing:** Active National Mortgage Licensing System (NMLS) license with appropriate state authorization for Washington, D.C. (or eligibility to obtain/transfer promptly).
- **Experience:** 1+ to 3+ years of residential mortgage origination or direct financial lending experience with a proven track record in purchase transactions.
- **Knowledge Base:** Strong familiarity with D.C. real estate market dynamics, conventional/government loan guidelines, and automated underwriting systems (DU/LP).
- **Technical Skills:** Proficiency in Loan Originating Software (LOS), CRM platforms, and Microsoft Office Suite.
- **Soft Skills:** Exceptional interpersonal, consultative sales, and verbal/written communication skills.

Education
Bachelor's degree in finance, business, economics, or a related field preferred (or equivalent work experience)

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