



what:

small business assistance corporati

job title, keywords or company

where:

Savannah, GA

city, state, or zip

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## → Loan Closer

Small Business Assistance Corporation -Savannah, GA  
\$32,000 a year

Responsible for assuring loans are closed, booked, and disbursed in accordance with loan approval terms and company policies.

- Prepares files for closing, including closing document preparation and client verification
- Coordinates closing with clients and attorney
- Primary contact for clients once a loan is approved and up to six months after the loan funds.
- Prepares and files liens for collateral in Georgia and South Carolina, including lien verification before and after closing
- Monitors funding and escrow disbursement in compliance with funding sources.
- Site Visits to client's businesses to monitor construction and/or follow up for after loan closing evaluations
- Travel within SBAC's service area to facilitate loan closings

### Notary

Commercial loans and lending preferred  
SBA 504 & 7A documentation preferred  
Microsoft Office experience necessary

Salary is 32,000+/yr with consideration given to experience.

Job Type: Full-time

Salary: \$32,000.00 /year

Required experience:

- Commercial loans and lending; SBA 504 & 7A documentation: 1 year

Required license or certification:

- Notary

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Please review all application instructions before applying to Small Business Assistance Corporation.



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SMALL BUSINESS  
ASSISTANCE  
CORPORATION

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About this company

Small Business Assistance Corporation  
Non-profit Small Business Loan Company