



Commercial Loan Officer – Lansing

The Citizens National Bank is a family-owned community bank seeking a Commercial Loan Officer at our Lansing, Kansas location. Prior commercial lending experience strongly preferred. Exceptional communication skills, ability to develop and build strong customer relationships, very detail oriented, strong loan structuring and analytical skills, and advanced Microsoft office skills required. Self-starter that can work with limited supervision. Competitive base salary and commission with excellent benefits package including paid vacation, sick leave, paid life insurance, health insurance, production incentives, and 401(k) retirement plan.

Responsibilities:

- Build and cultivate relationships with existing and prospective customers.
- Manage existing \$10,000,000 loan portfolio, including ongoing communication and follow up with customers. Customer relationships include commercial real estate and/or C&I loan customers that range up to \$3,500,000.
- Maintain relationships with clients, realtors, appraisers, title companies, vendors, and agents to build strong, reliable, and trustworthy partnerships in the community.
- Provide detailed written narratives for loan structure design, terms, and compliance with all underwriting, regulatory, legal, and pricing standards for review by bank staff and regulators.
- Timely coordinate creation and processing of approved loans to ensure loans are processed according to agreements, customer needs, regulatory requirements, legal considerations, and lending policies.
- Maintain customer credit files to meet financial underwriting requirements and regulatory requirements.
- Complete on-site visits and annual inspection reporting.
- Exercise efficient time management, multi-tasking, and organization skills.

Qualifications:

- Five years of commercial lending experience preferred.
- Bachelor's degree preferred.
- Understanding of commercial lending regulatory requirements.
- Ability to work independently as well as a contributing loan officer team member.
- Strong attention to detail and focus on quality and accuracy.
- Exceptional communication skills.
- Advanced Microsoft Office software skills, with emphasis on Excel and Word.
- Ability to learn and use various technology and information systems.

Applicants may apply in person or send resume to: The Citizens National Bank, 601 N. Main in Lansing, KS 66043.

The Citizens National Bank is an Equal Opportunity Employer.

www.thecnb.bank/Career-Opportunities