

We're HIRING

PCB

Pendleton Community Bank

*Your bank
for generations...*

We're looking for a high energy, self-motivated individual to fill this position in our company:

DEALER FINANCE MANAGER

Primary RESPONSIBILITIES

The primary responsibility of this position is to grow and manage the bank's indirect lending program by developing and fostering relationships with dealerships within our geographical footprint.

Minimum REQUIREMENTS

- Bachelors Degree in Business Administration, Accounting, etc. or an equivalent combination of experience and bank related training.
- Prefer ten or more years of experience in Dealer Finance / Indirect Auto Lending
- Prior supervisory experience in a fast paced environment
- Must have excellent communications skills
- Must have strong computer skills and be proficient in Microsoft Word, Excel, and PowerPoint

Core COMPETENCIES

Proven track record of portfolio growth / management.

Able to adjust quickly to different work situations in a fast paced environment.

Must be able to communicate thoughts clearly, both orally and in writing, to all levels of staff; as well as external contacts. Must maintain confidentiality at all times.

Regard for important details to assure accuracy in all aspects of the job, detect errors and follow through on corrections and details.

Ability to manage time to complete assignments and responsibilities, prioritize multiple tasks, work effectively under stress, meet short deadlines, take direction and produce work despite frequent interruptions.

Ability to establish and maintain cooperative working relationships with those contacted in the course of work, including employees in other departments or facilities, vendors, and customers.

Main ACCOUNTABILITIES

- Responsible for the growth and management of the Dealer Finance loan portfolio.
- Develops, maintains, and grows relationships with dealerships within our geographical footprint as well as recruiting new dealerships.
- Oversees delinquency monitoring and collection efforts for the department.
- Develops and maintains the Dealer Finance Loan Policy and Rate Sheet.
- Ensures compliance will all current and future lending requirements including tracking data for compliance / fair lending regulatory monitoring purposes.
- Provides monthly and quarterly reports to Executive Management and the Board of Directors.
- Supervises department lenders, processors, and collections as well as encouraging strong teamwork, customer relationships, and performance.
- Maintains a strong collaborative and coordinated strategic relationship with all other departments, including critical related functions such as financial centers, administration, compliance and internal audit.
- Maintains strong vendor relationships related to the operation of the department such as VSI, repo companies, etc.
- Responsible for implementation, training, compliance, and utilization of all current and future lending software products as well as online dealer services software.
- Remains constantly aware of the bank's sales culture; actively makes sales referrals and encourages all segments of the market to use the PCB family of financial services.
- Actively participates in community and civic organizations, as appropriate, to positively reflect the bank and the community.
- Other duties as may be deemed necessary to support Bank activities.

APPLICANTS PLEASE EMAIL cover letter and resume by March 5, 2021 to Monika Eckard (meckard@yourbank.com)

Member FDIC
Equal Housing Lender
Equal Opportunity/Affirmative
Action Employer