
Real Estate Owned (REO) Support Specialist

Full Time, Exempt
Reports to VP, Reverse Mortgage Oversight Manager
September 18, 2019

Who We Are

At Seattle Bank, our mission is to be a unique financial resource to our community by providing our clients a personalized experience and peace of mind. We know that we create value for clients by aligning the right resources behind them and their dreams. We achieve that alignment through a shared sense of vision, urgency, and possibility.

We're unlike most banks, in that we are highly focused on providing tailored services to individuals and families, business owners, and businesses. That focus enables us to customize solutions to a unique personal or business situation. We leverage a great team and great technology to move quickly, and to make things easy for our clients.

Position Summary

The position of REO Support Specialist will be responsible for overseeing the management of REO Asset vendor performance and adherence to guidelines, as well as the daily foreclosure activity on vacant/abandoned properties across the portfolio.

Essential Duties

- Monitor Vacant Property Loan Inventory to ensure smooth transition to REO and release of mortgage lien
- Identify, escalate and help to resolve legal transfer of title delays and collaborate with sub-servicer to eliminate obstacles
- Develop relationships with title attorneys in order to drive results & create channels for direct communication
- Review, research, and help to resolve all title issues
- Customize loan specific bid profiles in order to drive liquidation towards 3rd party sales
- Oversight of REO Asset vendor performance and adherence to investor guidelines
- Monitor daily REO inventory to Identify, escalate and resolve delays
- Review, analyze, and reconcile property appraisals and broker price opinions.

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- Monitor REO inspection reports to identify squatters, vandalism and property code violations
- Work with REO Asset vendor to address and resolve all inspection issues
- Research and recommend collateral repairs in order to maximize liquidation proceeds
- Collaborate with the REO Asset vendor to develop a strategic plan for each asset in the portfolio.
- Create protocols for weekly marketing plan analysis and set criteria for list price reductions
- Adhere to all policies and procedures to ensure compliance with bank, audit, regulatory and investor guidelines

We'd love to hear from you if you have:

- 2+ years REO asset management experience
- 2+ years mortgage or servicing oversight experience
- Knowledge of real estate practices and contracts
- Understanding of federal and state mortgage servicing requirements, standards and regulations
- Strong technical, analytical and problem-solving skills
- Strategic and multidimensional thinker
- Ability to multi-task, organize, plan, and prioritize work

Interested?

Please send a cover letter and resume to jobs@seattlebank.com.

Seattle Bank considers for employment and hire qualified candidates without regard to race, religious creed, religion, color, sex, sexual orientation, genetic information, gender, gender identity, gender expression, age, national origin, ancestry, citizenship, protected veteran or disability status or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state, provincial and municipal laws. The company also prohibits discrimination on other bases such as medical condition, marital status or any other factor that is irrelevant to the performance of our teammates. Candidates must possess authorization to work in the United States, as it is not the practice of Seattle Bank to sponsor individuals for work visas. Employment at Seattle Bank is on an at-will basis.

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