



Do you value building meaningful, professional relationships to help others accomplish their goals? Are you a creative problem solver that is driven to get deals done, sometimes against the odds? Do you love Montana and have a sincere desire to see small businesses find solutions to their challenges? Dakota Business Lending is seeking an energetic, people-oriented, and self-motivated individual to fill the role of Business Development Officer / Commercial Loan Officer. If you love helping others and working to see businesses succeed, then read for more info!

The Business Development Officer / Commercial Loan Officer is in the forefront of lending operations for Dakota Business Lending. This position will cover the Western half of Montana, primarily from Great Falls to Kalispell to Missoula to Helena to Butte and all communities in between. Travel is required in these areas. The physical location of this person is flexible in that area.

Responsibilities include, but are not limited to:

- Developing and fostering relationships with lenders, small businesses, economic development professionals and other partners.
- Market and promote the loan programs offered by Dakota Business Lending, including presentations at small and large group meetings.
- Determining eligibility and structures for loan applications and then assisting in the preparation of loan packages by obtaining documents from lenders and businesses for the assembly and preparation for submission and approval by the Dakota Business Lending loan committee and SBA or other entity as required.
- Meet with lenders, small business partners, economic development professional, and other parties on potential projects and projects in progress.
- Become an expert on the regulations of our lending programs in order to field and answer any questions related to Dakota Business Lending programs and be lead contact on potential projects.
- Assist a competent team of professionals with processing and underwriting of credit requests to support the lending function.
- Work with the processing staff to insure timely and accurate response from appropriate agencies such as SBA, USDA Rural Development, and other entities.
- Input loan information into the CRM, loan, and document management systems.
- Assist with loan servicing activities including answering questions, providing information, following up on delinquent accounts and completing site visits.

The person in this job should have at least a bachelor's degree in business, finance, accounting, or related field and at least three years of relevant lending experience or four to six years of commercial lending and working with small business experience. Experience in commercial lending and in working with the SBA a plus. Must be able to work independently and have a knack for building trusted relationships with a variety of people and entities. Attention to detail is important to be successful in this role for understanding and compliance with regulations. Travel throughout Western Montana is required for this position.

Our team values collaboration, ability to communicate professionally, desire to succeed, and passion for our mission so these attributes are key. We embrace having fun at work, enjoying the work we do, flexibility and having a positive impact on the success of small businesses in MT, ND, and MN. We offer a caring, collaborative culture, casual/business casual dress code, top-notch benefits package, and competitive salary based on experience. Dakota Business Lending is an Equal Opportunity Employer. Effective date November 10, 2022. To apply send your resume and cover letter to Steve Dusek, President/CEO, sdusek@dakotabusinesslending.com. We look forward to hearing from you!