

Overview:

Vacancy Reference Number: MSMS 2024-032
Location: London or Norwich

Job Description

Business Entity: Mount Street Mortgage Servicing Limited	Review Date: March 2024
Cost Code/ Business Unit: 37 - Project George	
Division: EMEA Asset Surveillance CRE	Department: EMEA Loan Servicing
Corporate Title: Associate Director	Functional Title: Senior Asset Manager
Ultimate Reporting Line: Team Head, SME REF	
<p>Responsible For:</p> <ul style="list-style-type: none"> To manage a portfolio of loans both Balance sheet and CMBS securitizations, and ensure compliance with policies, procedures and timelines. To manage multiple transactions to meet project deadlines and deliver a consistent high level of service to clients whilst adhering to policies and procedures. Meeting commitments, working independently, taking accountability, staying focused under pressure as well as showing the ability to adjust plans to meet changing needs. 	
<p>Explain who will cover the role when current individual is absent from the office:</p> <p>Each member of the surveillance team will provide team cover support for each other when required to ensure a complete uninterrupted level of service is maintained.</p>	
<p>Purpose (a brief encapsulation of what the jobholder is required to accomplish):</p> <p>Full time permanent role at Director level in the Asset Surveillance team based in London.</p> <p>Position is client facing and involves working with a range of stakeholders involved in commercial real estate (CRE) debt and equity investment to provide asset surveillance and loan asset management services.</p> <p>Role will involve the preparation of credit reporting, annual reviews, management of watch-list reports and providing advice to client in-house credit functions on issues regarding asset management plans, strategy and construction financing. Role may also involve supporting equity investors/lenders with underwriting due diligence.</p> <p>Assistance with business development of the Asset Surveillance team, building on established and developing new, professional networks and cross selling other services offered by the wider firm.</p>	

Core Responsibilities (6-10 points subdividing the role into areas of functional responsibility):

- Monitor, report and advise key stakeholders on CRE asset management and loan asset management strategies involving a portfolio of performing loans and non performing loans.
- Provide advice and recommendations to Lender credit function on issues relating to watch-listed and non-performing loans.
- To oversee the performance of a dedicated client focused team servicing one or more clients.
- Collect and analyze Borrower reports (rent rolls, operating statements, covenants calculations etc.) and other third-party information necessary to compile periodic scheduled loan asset management and collateral reporting.
- Review and analyze development finance documentation, review development cash flow and budget forecasts from Project Monitor reports vs underwriting assumptions and provide advice to Lenders regarding development costs and timing.
- Undertake risk assessment of individual loans, underlying collateral and Borrower to determine risk ratings for each loan.
- Maintain Watch List of loans considered to be higher risk and provide advice regarding possible remedies and exit strategies.
- Support Lender credit function with details concerning any concession/waiver requests from the Borrower including reasoned advice and recommendations.
- Liaise between Lender's in-house asset management and credit functions and external third-party professionals including legal, valuers and property management companies.
- Coach junior members of the Asset Surveillance and wider Primary Servicing teams.
- Ensure systems are up to date
- Other duties as assigned from time to time

Skills and Competencies (Key skills, competencies and attributes required for success):

- Substantial experience and a proven track record of working in a related credit environment involving CRE.
- Comfortable in a client facing role and ability to confidently present to Lenders up to credit committee level as well as private equity investors.
- Solid analytical and technical skills and ability to understand complex loan documents and borrower structures.
- Strong organizational and time management skills.
- Ability to work both independently and in a leadership role over a small team.
- Must be able to adapt quickly and efficiently to changing business and client requirements.
- Ability to meet deadlines while achieving high levels of accuracy.
- Experienced at monitoring and reporting on construction financing to Lenders.
- Strong skills MS Excel.

Essential Approved Persons Examinations (e.g. FSA, CFA):

N/A

Professional Examinations required (e.g. ACCA):

A related tertiary qualification to at least undergrad level ideally in Land Economics, Business, Accounting or Economics

Other skills required, essential or desired (e.g. languages):

Advanced knowledge of MS Office Suite including Outlook, Excel, Word

Please note that to ensure compliance with DSGVO/GDPR it is essential for ALL CV's received for prospective candidates who are not appointed MUST be deleted and not saved. If a CV is forwarded onto a colleague please advise them of this rule and please delete the sent email from your history also.

Mount Street is committed to creating an inclusive and equitable environment for all. We believe that by harnessing different backgrounds, experiences, and perspectives our teams bring a greater breadth and depth of knowledge and expertise and are better placed to support the clients and communities we serve. Creating a truly inclusive working environment is the responsibility of every member of our team. We openly welcome all candidates and their unique contributions irrespective of age, colour, disability (physical or mental), education, ethnic origin, gender, gender identity or expression, nationality, marital or family status (including pregnancy or parental status), race, religion or belief, sex, sexual orientation, veteran status or by any other range of human difference brought about by identity and experience.

Research shows that women and members of other under-represented groups may not apply to jobs when they believe they may not meet every qualification. If you are enthusiastic about this opportunity, and feel you have something to offer, we encourage you to apply.

We will ensure that reasonable adjustments or accommodations are made at each stage in our hiring process for individuals with disabilities. If you require an accommodation or adjustment, please contact the HR team on HR@mountstreet.com or +44 (0) 20 7659 7051.