



## Credit Analyst

**POSITION TYPE:** Full time, exempt, St. Louis, MO

**REPORTS TO:** CDFI Director

Rise CDFI, an affiliate of Rise Community Development, is seeking a driven individual with a desire to have a positive impact on wealth building and closing the racial wealth gap in our region, by increasing access to capital through our Minority Contractor Loan Fund and Real Estate Developer Loan Fund. As a mission-driven lender, Rise CDFI supports borrowers not only with access to capital, but with key business support and technical assistance to build capacity and bolster sustainable economic growth.

### WHO WE ARE

Rise Community Development (Rise) partners with communities to build stronger, more equitable St. Louis area neighborhoods. With a focus on sustainable success, we strive to create stronger communities and more desirable places to live. Rise acts as a resource and partner to the community. We bring together nonprofits, financial institutions, and government to make successful neighborhood revitalization possible.

Rise CDFI helps fill the need for flexible, responsive capital in the St. Louis community. Our lending brings resources to the table where appraisal gaps or traditional underwriting criteria prevent business owners from accessing funds needed to grow their operations and increase our community's supply of high quality affordable housing. As a Community Development Financial Institution (CDFI), we can offer more flexible loan terms and credit analysis processes while pairing our products with business support services to achieve the highest possible outcomes for our borrowers and our communities.

### SPECIFIC RESPONSIBILITIES

As the Credit Analyst, you will be responsible for supporting loan underwriting, origination, and portfolio management, including:

- Be the primary source of contact for all potential borrowers and referring partner organizations
- Collect due diligence items from potential borrowers, run credit checks, and assist with ratio and financial analysis in the underwriting process
- Discuss the viability of credit packages with lending team and make recommendations
- Support borrower compliance with financial, reporting, and technical assistance loan covenants, monitor borrower financial performance, and provide analysis to the Director to inform risk ratings
- Actively update all applications in the lending and origination software tools
- Utilize project management software to ensure accountability and clear communication within the lending team
- Actively manage multiple loans throughout their life cycle simultaneously
- Maintain electronic and hard copy files in audit-ready condition for all borrowers
- Help maintain reporting, risk rating analysis and other portfolio records as needed
- Communicate with business support and technical assistance providers to assist in borrower's business growth goals



- Grow industry and sector knowledge by attending events and developing strong working relationships with borrowers and community partners

## QUALIFICATIONS

- Bachelor's Degree (or comparable work experience)
- 2-5 years' experience with credit underwriting/financial analysis
- Experience in banking, CDFIs, and/or small business
- Passion for increasing access to capital for those living and working in under-resourced communities
- Strong attention to detail and analytical skills and self-starter
- Comfortable with Microsoft Office, particularly with Excel spreadsheets
- Comfortable with cloud-based project management, loan origination, and loan servicing tools
- Desire to work in an emerging program within an established organization
- Ability to work on multiple projects simultaneously
- Ability to communicate openly to solve challenges in a collaborative way

## COMPENSATION

- Salary range of \$55,000 - \$65,000 based on experience
- Competitive benefits package including vacation and sick time, full health insurance, paid leave and 401(k).

## LOCATION

This position is based at our primary office located at 1627 Washington Ave., St. Louis MO 63103. Parking in a secured lot is provided. Off-site/remote work may be necessary/permitted due to Covid-19 protocol. Additionally, there may be opportunities to work remotely at industry-focused co-working spaces on a regularly scheduled basis. Occasional travel may be necessary, though infrequent.

## TO APPLY:

Send resume in digital format (.doc or .pdf) and response to the following prompt (no cover letters, please) to: [jobs@risestl.org](mailto:jobs@risestl.org), with "Credit Analyst" in the subject line. Submissions accepted until February 15, 2022 or until position is filled.

*Application Prompt – please limit response to no more than 300 words*

Addressing the racial wealth gap with increased access to capital is important because:

*Rise is an equal employment opportunity employer and does not discriminate against any person because of race, color, creed, religion, gender, gender identification, sexual orientation, national origin, disability, age, or any other characteristic protected by law.*