



## About Lateam Partners

Lateam Partners is a premier recruitment agency specializing in hiring top **English-speaking** talent in **Latin America** for U.S.-based companies. We connect skilled professionals with dynamic opportunities, offering competitive salaries, career growth, and the chance to work with leading international businesses.

By joining Lateam Partners, you gain access to **exciting remote roles, a supportive work culture, and ongoing professional development**. We pride ourselves on matching top-tier talent with high-quality employers, ensuring a rewarding experience for both candidates and clients.

If you're looking to advance your career with **a stable, well-paid, and growth-oriented opportunity**, apply today and become part of our thriving network!

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### Job Title

Loan Servicing Analyst

### Location

Remote

### Client

Undisclosed

### Job Summary

We are seeking a detail-oriented and motivated Loan Servicing Analyst to join our team. This role will be responsible for managing the servicing of loans, including preparing and issuing invoices in accordance with loan documents, ensuring accuracy in financial records, and reporting to investors. The ideal candidate will have strong analytical skills, attention to detail, and the ability to manage multiple tasks while maintaining accuracy and timeliness.

## **Responsibilities**

- Review and interpret loan documents to ensure accurate servicing in line with terms and conditions.
- Prepare and issue invoices based on loan agreements, including interest, principal, and fee calculations.
- Track payments, monitor delinquencies, and ensure proper application of funds.
- Generate and deliver regular reports to investors, ensuring compliance with reporting requirements.
- Maintain accurate loan servicing records and reconcile accounts as needed.
- Collaborate with internal teams to resolve discrepancies and provide support on loan-related inquiries.
- Ensure compliance with company policies, investor requirements, and regulatory standards.
- Assist in process improvements to enhance efficiency and accuracy in loan servicing operations.

## **Qualification**

- Bachelor's degree in Finance, Accounting, Business Administration, or a related field.
- Previous experience in loan servicing, financial analysis, or related roles is preferred.
- Strong knowledge of loan structures, financial reporting, and compliance requirements.
- Proficiency in Microsoft Excel and financial software.
- Excellent attention to detail, organizational, and problem-solving skills.
- Strong communication skills and ability to interact with investors and internal stakeholders.

## **Apply to this position**

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