



## Commercial Credit Administration Supervisor

Thomaston Savings Bank is a full-service Connecticut community financial institution that has been a part of your community since 1874. We are dedicated to providing financial services of the highest quality and value to our customers. We have thrived as an independent mutual savings bank in a tumultuous era of mergers, conversions and takeovers by being financially responsible and remaining committed to our mission. Thomaston Savings Bank will continue to be the primary financial resource center within our community, listening to our customers and providing friendly and efficient service.

Thomaston Savings Bank is currently seeking a Commercial Credit Administration Supervisor to join our Commercial Credit department in Thomaston, CT. This position is responsible for performing a wide range of origination and administrative functions with respect to the Bank's commercial and commercial real estate loan portfolios in conformance with the Bank's strategies, policies and procedures by performing the following duties:

- Responsible for oversight and timely completion of annual reviews and line renewals.
- Responsible for the supervision of the credit administration personnel and provides ongoing counsel, training, development and motivation.
- Responsible for all aspects of credit administration, including and not limited to, construction loan reporting, financial and covenant tracking, and appraisal ordering.
- Assists Chief Credit Officer with Portfolio Stress monitoring reports, impairment reports, call reports and other portfolio management reporting needs
- Prepares reports and packages for the board, loan review and fair lending committees, compliance, examiners, auditors and other portfolio review needs
- Keeps abreast of regulatory compliance and developments for assigned area. Recommends procedural changes as needed to support prescribed requirements.
- Acts as the department's SBA liaison
- Must comply with applicable laws and regulations, including but not limited to, the Bank Secrecy Act, the Patriot Act, and the Office of Foreign Assets Control, in addition to all company policies.

Thomaston Savings Bank is proud to be an Equal Opportunity Employer. All qualified applicants will receive consideration without regard to race, color, religion, gender, national origin, age, disability, veteran status, or any other status protected by law. Any applicant who needs reasonable accommodation in the application or employment process should notify the Human Resources Representative.

To apply, please visit our career center:

<https://www.thomastonsavingsbank.com/careers>