

EQUIPMENT LEASING SENIOR CONTRACT SPECIALIST
– LOS ANGELES

At Bank of the West, we've surrounded ourselves with some of the brightest, talented and most devoted professionals in the financial services industry to form a solid & secure foundation. We currently have a great opportunity in Los Angeles, CA for an experienced customer service oriented professional to join our team in Direct Leasing/National Middle Market Leasing.

You will be responsible for creating all necessary lease and loan documentation for direct equipment leases. Effectively review complex lease approvals and informal sheets in order to create or review all the necessary lease and loan documentation, including any non-standard and additional paperwork to meet wall of the requirements of the credit officer. Work closely with account officer, broker or discounter, sales officer, customer or vendor to coordinate all aspects of the lease or loan paperwork in order to meet the funding deadline. Cover all costs, tax and billing information up front and communicate with the vendor or broker or discounter on any outstanding issues. For direct portfolio transactions, propose document language for approval by manager, credit officer or counsel. For indirect portfolio transactions, negotiate non-complex language or issue with broker or discounter and propose language for approval by manager, credit officer or counsel. Perform other duties as assigned. Requires a Bachelor's Degree and five plus years of leasing and contract experience. Familiarity with but not limited to: legal concepts, legal entities, proper legal name, elements of a lease contract and purpose thereof, Master Lease, Schedule, Guaranty, Acceptance, End of Lease documentation, Opinion of Counsel, intent and purpose of Uniform Commercial Code, Title equipment, DMV, and Real Property Waivers. Requires excellent customer services skills, ability to learn lease accounting software programs, handle complex lease and loan transactions independent of supervision, highly skilled at resolving problems, efficiently handle a high volume of transactions with a low error rate.

At Bank of the West, you'll enjoy attractive compensation & benefits and the opportunity for unlimited career growth. Please email resume with salary history to: sgreen@bankofthewest.com EOE