

QUANTUM NATIONAL BANK  
505 PEACHTREE INDUSTRIAL BLVD.  
SUWANEE, GA 30024

**SBA BUSINESS DEVELOPMENT OFFICER II  
JOB SUMMARY**

The business development officer (BDO) is responsible for acquiring new business relationships and growing and maintaining a strong portfolio.

**Responsibilities/Duties/Functions/Tasks**

**UNDERWRITING/POLICY COMPLIANCE:** Must demonstrate the ability to understand credit risk and be able to properly evaluate and disclose risk in a relationship.

**ACCOUNT SERVICING:** Must ensure files are up to date and exceptions resolved in a timely manner.

**PROBLEM LOAN IDENTIFICATION:** Identify any potential problems in a loan relationship.

**COLLECTION EFFORTS:** Loan officer has the responsibility to collect past due loans.

**ASSET QUALITY:** Must adhere to Board approved asset quality goals.

**PRODUCTION EXPECTATIONS:** Production goals established annually based on commercial lending experience and salary levels.

***Qualifications:*** College Degree –Major in finance, business or accounting preferred; 2+ years of prior SBA financial sales experience preferred; 3+ years' experience in SBA banking;

***To Apply:*** All applicants can send their resume to [careers@quantumbank.com](mailto:careers@quantumbank.com) for consideration.

Quantum National Bank is an Equal Opportunity Employer