



Loan Compliance Analyst

Virginia Resources Authority (VRA) supports essential infrastructure projects across the Commonwealth with financing solutions.

VRA is seeking a qualified individual for the position of Loan Compliance Analyst. The position provides support to the Director of Compliance and Policy for the compliance and borrower outreach functions.

Essential functions of the position include:

- Compile borrower financial statements using VRA audit and compliance templates
- Analyze borrower financial statements
- Perform compliance reviews based on priority list or VRA refunding
- Track and monitor borrower compliance document submissions
- Draft orientation letters for VRA borrowers upon loan closings
- Support the loan monitoring and compliance database (LMCD) initiative
- Participate in credit committee, reviewing credits for compliance issues and providing needed information to financial analysts performing credit analysis
- Maintain a spreadsheet of total loans/grants since VRA inception
- Assist in the planning/implementation of borrower workshops, conferences, and other outreach programs

Specific qualifications include:

- Bachelor's degree in finance, accounting or business related field
- MBA or Master's degree in finance or business related field preferred

Knowledge and skills:

- Knowledge of public finance/municipal government
- Basic understanding of governmental accounting
- Ability to interpret financial statements
- Ability to research and analyze financial data and convey technical ideas effectively
- Strong attention to detail and accuracy
- Critical thinking and problem-solving skills
- Ability to communicate effectively, both orally and in writing
- Establish and maintain effective working relationships with external constituencies and the general public

VRA offers a comprehensive benefits package, including participation in the Virginia Retirement System, medical insurance, paid time off, subsidized parking, and training opportunities. The hiring range for this position is \$55,000 to \$58,000. Employment is contingent upon acceptable background and reference checks.

To apply, please submit a cover letter and resume to jobs@virginiaresources.org.

VRA is an equal opportunity employer.