

## About Canada ICI

Canada ICI was founded in Edmonton over 25 years ago, with the vision of becoming Canada's leader in commercial real estate capital. Bringing together legendary combinations of borrowers and lenders in order to finance many of Western Canada's most iconic commercial buildings, the team across Canada uses analytics, creativity and perseverance to get deals done! We source, structure and manage commercial mortgages in unique and creative ways, ensuring success for all our stakeholders.

## Why work with us?

Have you ever looked at a new or existing commercial building, like a condominium, an office tower or a shopping mall, and wondered where on earth the funding comes from in order to make those construction or renovation projects happen?

We may work with large sums of money, but we are nothing like a bank! We provide unlimited opportunity to leverage your analytical skills to scrutinize a wide variety of commercial real estate deals. You could have the opportunity to collaborate directly with a wide variety of internal and external stakeholders to ensure you are helping the team to provide the absolute best solution for every combination of borrower and lender.

Love a challenge? Want to be a part of something much bigger than yourself, with the opportunity to take your career wherever you'd like? If you're looking for an opportunity to take what you already know and apply it in a fast-paced, innovative and highly collaborative environment, this might be your next great career opportunity!

## Our Culture

We are focused on providing best-in-class service to our borrowers, our lenders and to each other internally. We perform our work with integrity, accuracy and always to a high level of excellence. We hold ourselves and each other accountable in all that we do. We recognize the importance and the benefits of a great workplace where we are free to express ourselves, we have the opportunity to be heard and we all have the opportunity to excel. We provide a fast-paced, innovative and collaborative environment where your contributions are recognized and you can have a lasting impact on our collective success.

If you're ready to take the next step in your career and you think this sounds like a great fit for your skills, personality and ambitions, we should probably talk!

We currently have a full-time, permanent opportunity for a:

## Senior Mortgage Underwriter

Located in the heart of downtown Edmonton and reporting to the Director, Mortgage Underwriting you will train analysts, develop and refine processes and templates for underwriting, develop and deliver training programs and materials for both analysts and origination team members, and provide leadership and assistance to analysts in the underwriting and execution of projects as needed. You will also assist in facilitating the funding, execution and ongoing management of committed loans.

### Responsibilities

- Assist Mortgage Origination team in structuring mortgage opportunities based on the investment criteria of over 100 sources of mortgage capital available to Canada ICI
- Finalize and perfect information in location specific mortgage investment brochures
- Review commitment letters relative to executed Term Sheets/Letters of Intent for the Mortgage Origination team, the Lender and the Lender's solicitor
- Work with the Mortgage Origination team to manage and coordinate the funding process
- Liaise between Borrowers and Lenders to process the closing of the deal
- Establish relationships with third party report providers (appraisers, engineers, cost consultants)
- Establish and reinforce underwriting standards and procedures
- Provide underwriting on complex, non-typical files

### Qualifications

- Post secondary degree in Commerce, Finance or similar area of focus; MBA would be an asset
- Knowledge and Experience in the Real Estate and/or Finance industries is required
- Proven financial analysis, research and underwriting skills
- Clear understanding of cash flow statements, valuation, preparation and analysis
- Demonstrated strength in both written and oral communication
- Customer and solutions-focused, driven and self-motivated to succeed
- Interest and aptitude to communicate effectively with both external and internal stakeholders
- Excellent market research skills coupled with strong attention to detail
- Proven ability to explain complex information to non-expert audiences
- Expert level of knowledge in Excel required to include formulas, pivot tables etc.

- Demonstrated success working both individually and as part of a team
- Adobe InDesign software experience valuable

Please submit your application, including a cover letter and your resume, to [jobs@canadaici.ca](mailto:jobs@canadaici.ca).

*While we thank all applicants for their interest, only those individuals selected for an interview will be contacted.*