

# Regional Sales Manager

**Job Title:** Sales Manager (Licensed Mortgage Loan Originator)

**Location:** [Branch Location]

**Reports To:** Branch Manager

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## Position Summary:

We are seeking an experienced, licensed **Sales Manager** to lead and support the sales efforts of our high-performing mortgage branch. This individual will play a dual role as both a producing loan officer and a team leader, responsible for sales training, lead management, and ensuring every client receives best-in-class service from first contact to close.

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## Key Responsibilities:

### Sales Leadership & Team Development

- Lead all sales training efforts within the branch, including onboarding, ongoing education, and performance coaching.
- Serve as a daily resource of knowledge, encouragement, and accountability for all licensed sales staff.
- Mentor and develop Licensed Loan Partners / Qualification Specialists to ensure they are properly trained and consistently delivering accurate, high-quality advice to clients.

### Lead Management & Client Experience

- Ensure all incoming leads are promptly assigned to a qualified team member and followed up with in a timely manner.
- Monitor lead activity and conversion to ensure high performance across the team.
- Serve as a backup to Loan Partners in their absence, following up with leads and continuing the client experience without disruption.
- Hold initial loan consultations with new clients, modeling exceptional service, professionalism, and in-depth product knowledge.

### Loan Origination

- Maintain active mortgage licensing and originate residential mortgage loans under your own name, contributing directly to branch production.

- Work closely with operations staff to ensure smooth loan processing and an exceptional client experience.
  - Stay informed on current market conditions, products, guidelines, and company offerings.
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## **Qualifications:**

- Active NMLS license with the ability to originate loans.
  - Proven experience in mortgage sales, including client-facing origination.
  - Prior leadership or training experience preferred.
  - Strong understanding of residential mortgage products and regulations.
  - Exceptional communication, coaching, and interpersonal skills.
  - Highly organized with strong time management abilities and attention to detail.
  - Passionate about delivering a high-touch, high-value client experience.
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## **What We Offer:**

- A collaborative and supportive team environment.
- Competitive compensation structure with production incentives.
- Ongoing professional development and leadership opportunities.
- A chance to lead and grow within a thriving mortgage branch.