

## Contact

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## Top Skills

Web Development

Mobile Application Development

Python (Programming Language)

# Manuel Ermitanio

Business Analyst at JPMorgan Chase & Co.

Bacoor, Calabarzon, Philippines

## Experience

JPMorgan Chase & Co.

Business Analyst

JPMorganChase

14 years 8 months

Business Analyst

August 2020 - Present (5 years)

- Develop Reports/Dashboard for KPIs and all other Business requirements.
- Develop user tools for automation that will improve efficiency, productivity and reduce potential risks of manual process
- Lead project management and ensure data gathering, analysis, testing and product implementation are within the Business requirements and timeline.
- Lead group of reporters and developers and manage their performance and Career progression.
- Provide consultation to all groups across Home Lending and assist with their queries and ideas to be implemented

Business Analyst

August 2017 - August 2020 (3 years 1 month)

- Develop Reports/Dashboard for KPIs and all other Business requirements.
- Develop user tools for automation that will improve efficiency, productivity and reduce potential risks of manual process
- Lead project management and ensure data gathering, analysis, testing and product implementation are within the Business requirements and timeline.

Support Analyst

May 2017 - August 2017 (4 months)

- Responsible in conducting Quality Reviews for loans decisioned by Underwriters and provide observations and monitor remediation to ensure loan quality prior to Funding

Compliance Analyst

January 2015 - May 2017 (2 years 5 months)

- Review accuracy of Truth in Lending Disclosure document and Loan Estimate versus Chase Loan Manager System
- Encode different fees such as Taxes, Insurance, Title Fees, etc in Chase Loan Manager System
- Review and clear system generated conditions and create conditions not captured by the system and identified during TRID review

#### Lending Specialist

December 2010 - January 2015 (4 years 2 months)

- Review mortgage documents such as Promissory Note, HUD, Appraisal Report, Taxes, Insurance, Purchase Agreement, Credit Report, AUS, etc.
- Review and encode different fees and amount such as Loan amount, Appraised value, Sales Price, Credit Score, Escrows, etc.
- Clear and create conditions found in the review that need to be addressed such as requesting document from Customer, Letter of explanation for discrepancy, invalid or expired documents, etc.

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## Education

### ASIAN INSTITUTE OF COMPUTER STUDIES

Associate's Degree · (May 2017 - May 2017)