



# Broker Operations Associate

## What you didn't know about GetCapital

GetCapital offers multi-product finance solutions to their Finance Partners and customers. We are one of LinkedIn's hottest Australian companies to work for and we are kicking goals and winning many awards along the way including AFR's Fast 100, Deloitte's Technology Fast50, Smart Company's Smart50 and Deloitte's Asia Pacific Technology Fast 500.

## Your Role

The Broker Operations Associate will play a critical role in supporting our brokers and their new business pipeline. Working with our BDM's and Broker Account Management Team you will guide our broker led deals through to settlement and keep our Brokers informed along the way.

## Your expertise ....

- Manage broker deal origination pipeline
- Manage email and phone enquiries from brokers and their customers
- Provide advice and guidance regarding products and policies
- Manage quality of application submissions
- Liaise with brokers to ensure information required is received in timely fashion
- Manage deal specific requirements to ensure brokers are kept informed through the entire application journey through to settlement
- Quality assurance of loan requirements at specific stages of the application process as required
- Collaborate with BDM and Broker Account Managers to support the Broker channel.

## About you:

- 2+ years experience in a similar role
- Strong attention to detail in processing and reporting
- Excellent interpersonal and communication skills and the ability to communicate with a wide variety of people
- An ability to thrive in a collaborative, fast-paced and changing team environment
- A high degree of self-motivation and drive, and willingness to learn and try new approaches

## What it's like to work here

We offer competitive remuneration and a company bonus, a fast paced, energetic environment as well as an inviting, open-plan office space in North Sydney. We have our own outdoor deck, full kitchen, and lovely breakout spaces. We are a short walk from North Sydney train station and can be reached by many bus routes. There are fantastic lunch options nearby and we also enjoy a coffee shop in our building. We also offer free breakfast groceries in our kitchen and regular fruit deliveries. Our staff say it's a great place to work with engaged Leadership Team and a fantastic growth story. We hold regular events to get the team together and if you work for us, you get your birthday off!

## How to apply

If this sounds like you please send your resume [jointheteam@getcapital.com.au](mailto:jointheteam@getcapital.com.au)