

# DOUGHERTY MORTGAGE LLC

## HUD Servicing Manager – Dougherty Mortgage LLC

Dougherty Mortgage LLC is a rapidly-growing full-service mortgage banking firm and an approved Fannie Mae DUS Lender, FHA/HUD Lender, and Ginnie Mae Issuer headquartered in Minneapolis, MN. For more information on our company, visit our website at [www.doughertymarkets.com](http://www.doughertymarkets.com).

### Position Description:

Dougherty Mortgage LLC is seeking an experienced team player to join the Minneapolis office as a HUD Servicing Manager.

### Duties and Responsibilities include:

- Manage staff responsible for all areas of asset management within the HUD portfolio including financial analysis, inspections, assumptions, easements, partial releases and other loan events.
- Manage staff responsible for servicing functions within the HUD portfolio including collections, payment processing, payoffs, escrow disbursements and investor reporting.
- Assist with high level loan events, watchlist properties and workouts as needed.
- Maintain asset management relationship with HUD and GNMA.
- Responsible for training staff, process improvements and procedure management, including writing, updating and ensuring proper use by staff.
- Occasional travel required to attend/speak at conferences, meet with clients and colleagues, perform inspections, etc.
- You are required to perform your duties and responsibilities in accordance with applicable laws, regulations, self-regulatory organization requirements (e.g. HUD, FHA, Ginnie Mae or Fannie Mae) and company compliance and employee policies.
- Other duties assigned by manager.

### Qualifications Required:

- Bachelor's degree required
- 3-5 years of experience managing employees
- 5 years of commercial asset management experience required
- HUD experience preferred
- Candidates should be detailed oriented; have the ability to multi-task; possess strong communication skills and interpersonal skills; and be able to work independently.

We offer a comprehensive benefits package for employees and their families including medical and dental plan; 401k plan including company matching; firm funded life and disability insurance.

Qualified candidates should submit their resume to [careers@doughertymarkets.com](mailto:careers@doughertymarkets.com) for consideration.

*Equal Opportunity Employer Minorities/Women/Veterans/Disabled*

[www.doughertymarkets.com](http://www.doughertymarkets.com)

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