

## **Job Description**

**Job Title:** Director/Associate Director, Origination and Structuring

**Updated:** February 2017

**Reports to:** Head of Originations

### **Position Summary**

The role of Director/Associate Director of Origination and Structuring is responsible for the origination, structuring and execution of new loan transactions. Working closely with the Originations and Structuring team, the Head of Originations and our clients, you will assist in the underwriting of the borrower, facilitate the credit process and write the credit proposal. You will identify the key issues in the structuring of a new loan to ensure repayment of the loan facility. You will manage the structuring and execution of the loan facility documents, working in conjunction with the client and legal teams.

### **Specific Responsibilities**

- Underwriting new investment opportunities
- Client Management and engagement
- Writing credit papers for Credit Committee
- Negotiating Loan Terms, Termsheets and Engagement letters
- Negotiation of agreements for loan facilities, working with lawyers where required, including
  - Loan purchase agreements
  - Servicing agreements
  - All other ancillary agreements
- Undertaking company and industry research
- Development of credit policies for the asset classes that the fund will invest in
- Structuring and underwriting of new transactions
- Preparation of credit papers on potential investments to be presented to the credit committee
- Managing the execution of new transactions
- FCA Approved Persons role