

Jared Lyman

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EXPERIENCE

Loan Officer – First Mutual Bank/Washington Federal – May 2008 – Present

- Meet with potential new client's to determine a project's feasibility, risks and IRR.
- Negotiate pricing, including interest rate, loan fee, term, and pre-payment-penalty
- Review and approve construction draws for condominiums, office, apartments and single-family homes. Loans range in size from \$1,000,000 up to \$16,000,000
- Designed an excel worksheet to analyze various aspects of a building's income potential. This matrix is now used bank wide and takes into account such factors as: income, vacancy, expenses, cap rates, DCR, construction costs, interest reserve requirements, policy exceptions and more.

Production Assistant – First Mutual Bank – May 2006 – May 2008

- Inspect various properties once a month to ensure work completed coincided with draw requests
- Analyze the income potential of various real estate properties including office buildings, apartments, condominiums residential plats and others
- Research local market trends (vacancy rates, cap rates, absorption rates and current inventory) to ensure sufficient demand for a proposed project/loan
- Present to loan committee a written analyses of a project's financial conclusions, as described above, as well as exceptions to loan policy, mitigating factors to potential weaknesses, environmental issues and analyses of appraisal

Assistant Relationship Manager - The Commerce Bank / Zions Bank - Aug. 2003 – Feb. 2006

- Underwrite construction loans, ranging from \$2MM to \$35MM, for income properties including: apartments, condominiums, retail, office, light industrial, and mini storage facilities
- Determine a project's feasibility by researching various aspects including: cash flow, DCR, construction budget and guarantors' financial strength
- Prepare loan packages for Senior Loan Committee which succinctly and accurately describe the project, including: site description, cash flow, client's experience/resume, and appraisal analyses
- Coordinate tasks between third party vendors, various bank departments and the client to ensure critical deadlines are met
- Correctly analyze data while working under pressure to comply with the bank's underwriting requirements while meeting clients' schedule
- Make recommendations to the loan officer as to the project's strengths and weaknesses, present solutions to mitigate any possible weaknesses
- Attend client meetings and site inspections, act as a second contact for the client

Client Services Officer - Key Bank - September 1999 - May 2003

- Approved construction draws for a \$750,000,000 portfolio (average loan size was \$13MM) for property types including: apartments, condominiums, retail, office, light industrial, and self-storage
- Reviewed third party reports including: monthly inspection reports, updates to the title policy, lien waivers, and various legal documents
- Analyzed the construction schedule and project financing to ensure the project remained on time and in budget.
- Protect the bank's interest while helping clients' work to remove liens, negotiate with bankrupt general contractors and various other construction challenges

EDUCATION

Brigham Young University - graduated April of 1999
B.A. in Russian with a minor in English

SKILLS

- MS Office - superior skills in Excel and Word, average skills in PowerPoint
- Software: Adobe CS5 (Photoshop, Illustrator, In-Design, Dreamweaver)
- Russian - speak, read and write Russian fluently

MISCELLANEOUS

- Mentor - assisted a 17 year old boy with homework once a week
- Board Member - President of the Northwest Paragliding Club
- Eagle Scout