



LOAN PROCESSOR

Noor Finance Pty Ltd – Sydney, NSW

About Us

Noor Finance is a growing mortgage broking firm based in Sydney, committed to helping clients achieve their property and financial goals. We pride ourselves on professionalism, honesty, and always putting the client's best interests first. We work with a wide panel of lenders to deliver tailored home loan and finance solutions, with a strong focus on customer care and community trust.

The Role

We are seeking a detail-oriented and proactive Loan Processor to join our team. In this role, you will be responsible for managing loan applications from submission through to settlement, ensuring an efficient and seamless process for our clients. You'll work closely with our brokers, lenders, and clients to make sure every loan is handled with accuracy and care.

Key Responsibilities

- Prepare, review, and submit loan applications to lenders.
- Collect, verify, and organize client documentation in line with lender requirements.
- Liaise with lenders, solicitors, and other stakeholders to progress applications.
- Track loan applications through to approval and settlement.
- Maintain accurate records in the CRM system.
- Communicate clearly and professionally with clients to keep them updated.
- Ensure compliance with credit and regulatory guidelines at all times.

About You

- Previous experience as a loan processor, credit analyst, or in a lending/finance support role is highly regarded.
- Strong understanding of mortgage products and lender credit policies (preferred).
- Excellent attention to detail and organisational skills.
- Strong written and verbal communication skills.



- Proactive, reliable, and able to manage multiple applications simultaneously.
- Tech-savvy with the ability to learn and use CRM and lender systems.
- Team player who enjoys working in a supportive, client-first environment.

What We Offer

- Supportive team environment with mentoring from experienced brokers.
- Opportunity to grow within a dynamic and expanding mortgage broking firm.
- Flexible working arrangements.
- Competitive salary package (with potential for performance-based incentives).
- Inclusive workplace with a strong focus on community values.

How to Apply

If you're detail-driven, client-focused, and want to be part of a growing mortgage broking business, we'd love to hear from you.

Send your CV and cover letter to ali.mehboob@noorfinance.com.au