



Australian Government

FNSFMB514 Implement complex loan structures

Release: 1

FNSFMB514 Implement complex loan structures

Modification History

Release	Comments
Release 1	This version first released with FNS Financial Services Training Package Version 6.0.

Application

This unit describes the skills and knowledge required to establish actions, timings and priorities to implement complex loans and supervise the implementation process.

The unit applies to individuals who use specialised knowledge and well-developed organisational skills to coordinate the implementation of complex financial processes.

Work functions in the occupational areas where this unit may be used are subject to regulatory requirements. Users are advised to check with the relevant state and territory regulatory authorities to confirm those requirements.

Unit Sector

Finance/mortgage broking

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Organise implementation actions	1.1 Identify client needs, requirements and objectives 1.2 Review complex and special features of client situation and identify loan implementation implications 1.3 Establish and prioritise implementation actions, timing and activities according to client needs and situation 1.4 Explain implementation actions required by client 1.5 Obtain written agreement to actions and establish implementation records according to organisational policies and procedures
2. Establish procedures for implementation	2.1 Identify and brief applicable stakeholders of their responsibilities and actions 2.2 Coordinate implementation actions with other professionals

ELEMENT	PERFORMANCE CRITERIA
	2.3 Establish monitoring procedures
3. Supervise implementation	3.1 Assist applicable stakeholders to implement complex loan structures 3.2 Issue instructions to required personnel as per loan structure 3.3 Consult with and monitor relevant stakeholders 3.4 Check and follow up on lodgement of documentation 3.5 Obtain and process fees and charges according to organisational policies and procedures, and legislative and regulatory requirements 3.6 Debrief with client post-implementation and address concerns and queries

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

SKILL	DESCRIPTION
Numeracy	- Interprets numerical and financial information to determine required actions, timings and sequences - Performs mathematical equations to check calculations
Oral communication	- Issues instructions and explains information using language, tone and pace appropriate to audience and purpose - Clarifies information and builds relationships using active listening and questioning skills in verbal exchanges
Reading	Reviews information from a range of sources and interprets key aspects to determine implementation actions
Writing	Prepares correspondence and documentation using clear and unambiguous language to convey complex information appropriate for audience and purpose
Planning and organising	Organises, plans and sequences own workload, and schedules work activities of others
Self-management	Identifies and applies legislative requirements and workplace protocols, and meets expectations associated with role
Teamwork	- Identifies the information requirements and selects the appropriate communication format when responding to routine and non-routine exchanges - Builds rapport to establish and maintain effective working relationships

SKILL	DESCRIPTION
	• Collaborates with others to achieve joint and desired outcomes • Adapts personal communication style to show respect for the values, beliefs and cultural expectations of others
Technology	• Uses digital technologies to access, enter and store information

Unit Mapping Information

Supersedes and is equivalent to FNSFMB504 Implement complex loan structures.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c7200cc8-0566-4f04-b76f-e89fd6f102fe>