

Job of The Week

Mortgage Advisor

Key Skills

- customer service skills
- maths knowledge
- to be able to use a computer and the main software packages competently
- analytical thinking skills
- the ability to use your initiative
- ambition and a desire to succeed
- excellent verbal communication skills
- to be thorough and pay attention to detail
- the ability to accept criticism and work well under pressure



Salary
£22,000-£70,000

Working hours
36 – 38
per week
Evenings/weekends/shifts

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Mortgage Advisor

Restrictions and Requirements

You'll need to have a credit check & pass background checks and be registered as an 'approved person' by the Financial Conduct Authority along with achieving a qualification in mortgage advice that is recognised by the Financial Conduct Authority.

College

You could do a college course which will give you some of the skills and knowledge to get into a trainee mortgage adviser role

For example:

Level 3 Extended Diploma in Business

Entry requirements:

You'll usually need 4 or 5 GCSEs at grades 9 to 4, or equivalent, for a level 3 course.

Apprenticeship

You could train through an advanced apprenticeship as a mortgage adviser. It typically takes around 12 months to complete through a mix of learning on the job and study

Entry requirements:

To get onto an apprenticeship, you'll find it useful to have 5 GCSEs at grades 9 to 4, or equivalent, including English and Maths, for an advanced apprenticeship.

Work

You could work your way up from a customer service adviser role in a bank or building society, or as a mortgage administrator in a firm of brokers.

Other Routes

You could apply for a mortgage adviser training scheme run by banks and building societies. It will help if you have GCSEs in English and Maths, and some relevant work experience in customer service, sales or finance.



Career path and progression

With experience, you could manage a team of mortgage advisers, or you could choose to become a self-employed independent advisor

You could also take further qualifications to become a Financial Advisor

Day to Day tasks:

- meet sales targets
- advise clients about homebuying
- find out about your client's finances
- keep up-to-date with new mortgage products and any changes in the law
- explain the different types of mortgage
- explain about repayments and mortgage protection
- sell other financial products like buildings or life insurance
- deal with estate agents, valuers and mortgage lenders
- offer different mortgage options for the client to choose from
- help the customer complete the mortgage application

Working conditions

You could work in a contact centre, in an office, at a client's home or at a client's business

Labour Market Information

In the Careers section of the school website you can find the useful comparison tool the 'Labour Market Information widget'.

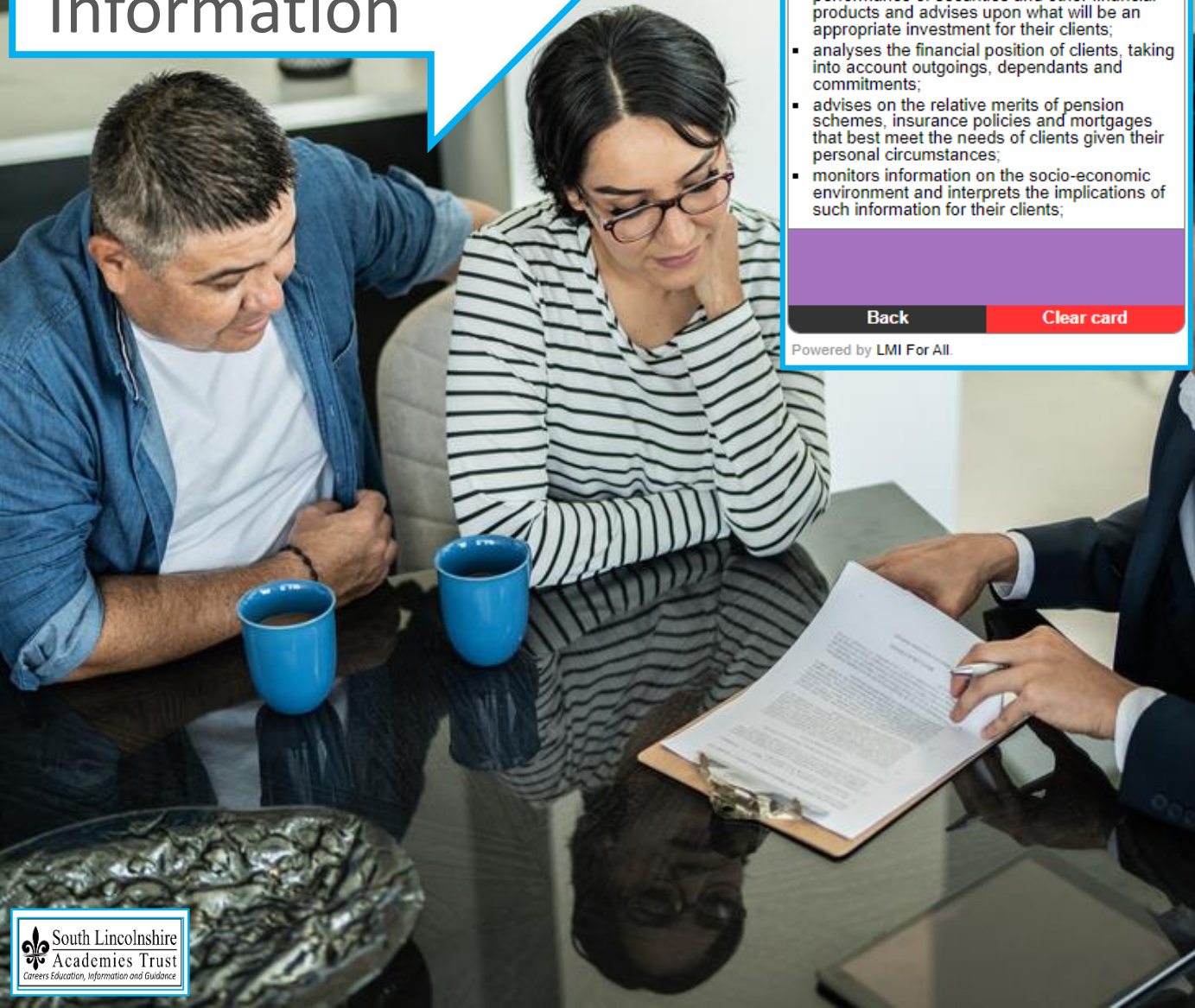
Use the widget to compare different job roles in any employment sector or relating specifically to the 'Job of the Week'.

Finance and investment analysts and advisers	
Weekly Pay £920	Annual Pay £47,840
Hours/Week 35h	Hourly Pay £26
Workforce Change (projected)	
Growth 3.9%	Replacement 49.3%
<p>The workforce is projected to grow by 3.9% over the period to 2027, creating 8,500 jobs. In the same period, 49.3% of the workforce is projected to retire, creating 106,800 job openings.</p>	
<p>You might find this job in</p> <ul style="list-style-type: none"> Auxiliary services Financial services Head offices, etc Public admin. & defence Legal & accounting 	
More info	Clear card

Chartered and certified accountants	
Weekly Pay £900	Annual Pay £46,800
Hours/Week 33h	Hourly Pay £27
Workforce Change (projected)	
Growth 3.3%	Replacement 54.8%
<p>The workforce is projected to grow by 3.3% over the period to 2027, creating 8,100 jobs. In the same period, 54.8% of the workforce is projected to retire, creating 133,400 job openings.</p>	
<p>You might find this job in</p> <ul style="list-style-type: none"> Legal & accounting Wholesale trade Retail trade Health Membership organisations 	
More info	Clear card

Financial administrative occupations n.e.c.	
Weekly Pay £530	Annual Pay £27,560
Hours/Week 36h	Hourly Pay £15
Workforce Change (projected)	
Contraction -3.2%	Replacement 69.5%
<p>The workforce is projected to contract by -3.2% over the period to 2027, losing 5,900 jobs. In the same period, 69.5% of the workforce is projected to retire, creating 128,800 job openings.</p>	
<p>You might find this job in</p> <ul style="list-style-type: none"> Auxiliary services Retail trade Financial services Head offices, etc Public admin. & defence 	
More info	Clear card

Labour Market Information



Finance and investment analysts and advisers

Job holders in this unit group advise customers, who may be individuals, companies or specialist groups, on the purchase of investments, insurance, mortgages, pensions and other financial services and products.

Common tasks in this job:

- predicts the likely long- and short-term future performance of securities and other financial products and advises upon what will be an appropriate investment for their clients;
- analyses the financial position of clients, taking into account outgoings, dependants and commitments;
- advises on the relative merits of pension schemes, insurance policies and mortgages that best meet the needs of clients given their personal circumstances;
- monitors information on the socio-economic environment and interprets the implications of such information for their clients;

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Financial administrative occupations n.e.c.

Job holders in this unit group carry out a variety of finance-related administrative functions not elsewhere classified in MINOR GROUP 412: Administrative Occupations: Finance.

Common tasks in this job:

- receives and pays out cash to customers in non-financial organisations such as turf accountants;
- sells tickets in theatre and cinema box offices, sports stadiums etc.;
- performs duties as cashier in schools, local government and other public sector organisations, legal and insurance services;
- administers grants and student loans in educational institutions;

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Chartered and certified accountants

Jobholders in this unit group provide accounting and auditing services, advise clients on financial matters, collect and analyse financial information and perform other accounting duties required by management for the planning and control of an establishment's income and expenditure.

Common tasks in this job:

- plans and oversees implementation of accountancy system and policies;
- prepares financial documents and reports for management, shareholders, statutory or other bodies;
- audits accounts and book-keeping records;
- prepares tax returns, advises on tax problems and contests disputed claim before tax official;

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Keep looking...

Use these links to learn more about our Job of The Week, consider the various pathways leading to the career, what you can be doing now to help yourself and other roles in the industry...

Useful Websites

[Members | The London Institute Of Banking & Finance \(libf.ac.uk\)](https://www.libf.ac.uk)

[Approved Persons Regime | FCA](#)

[A-Z Finance Job Profiles | My Financial Career | LIBF](#)

[Business \(Extended\) Diploma Level 3 | Stamford College](#)

[Mortgage adviser | Explore careers | National Careers Service](#)

[How to become a Mortgage Adviser | e-Careers](#)

[Mortgage adviser / Institute for Apprenticeships and Technical Education](#)

Take a look at these short videos for inspiration...

Will Business Studies help me?



<https://www.youtube.com/watch?v=CwrZDI5nhZQ>

Apprenticeship



<https://www.youtube.com/watch?v=accTM314vOs>

What does a Mortgage Advisor do?



<https://www.youtube.com/watch?v=zS7mTU1klpl>

Mortgage Advisor at Barclays



<https://www.youtube.com/watch?v=O5jBUXJ5D1M>

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