

## SHABREEN TAJ .S

Address: # 262, 5<sup>th</sup> A Cross,  
Sitapalay Main Road, Venkatashamappa Layout  
Chamundi Nagar, RT Nagar Post  
Bangalore -560032,  
LM: Near Neelkanteshwara Temple.

MOBILE: 9964732649 / 7411267140  
EMAIL ID: Shabreentajs12@gmail.com

### PROFILE (2 Years Experience)

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- Worked in **Fidelity National Financial India Pvt Ltd** as **A Analyst Operator**, their duties are to reviewing client data, building reports and problem resolutions to the clients.
- Works for California, Florida, Arizona, Texas, Colorado, North Carolina States etc.
- Basically Worked on:
  - 📁 Title Company
  - 📁 Deed
  - 📁 Mortgage / Stand Alone Mortgage(SAM)
  - 📁 Assignment
  - 📁 Release
  - 📁 Pre-Foreclosure Documents (MOD,NOD,NOS,NOR).
- Deed: Transferring the ownership of property from "Seller to Buyer".(only work on real estate or property based. If Documents reports as TAX Lien , Mechanical Lien , Solar system , Vacation etc., The Documents needed to be skipped).
- Mortgage: Gathers the property details and provides the loan to the parties involved .Loan will be issued based on interest rate , Collateral and more..
- Title Company: Gives the clearness of any Litigations , issues on the property and confirms to sale the property to respective party. Few are the title companies: Accommodation , Title365 , First American Title , Chicago Title Company , Texas Title Company etc..
- Lender: Issues the loan to the Borrower as Credit scores , down payments etc,...

### EDUCATION PROFILE

- SSLC        :-    Oxford English School, Bangalore (2014)
- PUC        :-    Oxford Pre-University College, Bangalore(2016)
- GRADUTION :- B.Com, Koshys Institute of Managemental Studies, Bangalore (2019).

**Responsible for:**

- Handling Client's accounts.
- Strategic planning and collecting information about the Process.
- Participation in conducting various client events.

**Key Traits**

- Self-Motivated, enterprising and hardworking.
- Willing to learn.
- Adaptable to change.
- Good at grasping and learning.
- Hard working and work smartly with enthusiasm.

**PERSONAL INFORMATION**

- Date of Birth : 12 December 1998
- Gender : Female
- Father name : Shaikh Zabiulla
- Mother tongue : Urdu
- Nationality : Indian
- Marital Status : Married
- Languages Known : English, Hindi, Kannda, & Urdu.

**LEISURE INTERESTS**

- Drawing and Playing Sudoko game.
- Listening music.
- Playing .

**DECLARATION:**

- I hereby declare that the details furnished above are authentic & true to the best of my knowledge & belief. If selected, I undertake to abide by the rules & regulations of your esteemed organization.

- PLACE: Bangalore

Yours Faithfully,  
(Shabreen Taj S)