|  |  |
| --- | --- |
| Rami Shoula  Title Examiner | |
| |  |  | | --- | --- | |  | Profile Experienced Title Examiner with advanced knowledge of Title Reports, and an in-depth understanding of researching and analyzing property records. Extremely knowledgeable about real estate procedures, laws, and markets. Committed to providing clients with timely and efficient service. Adept in computer-based research programs and experienced in compiling useful information related to taxes, liens, mortgages, bankruptcy, and foreclosures. Adept in coordinating with other professionals assisting with real estate transactions to ensure that buyers and sellers are treated fairly and appropriately. |  |  |  | | --- | --- | |  | Employment HistoryTitle Examiner at Dallas Title Group, Dallas August 2015 — May 2020   * Assisted clients and real estate professionals with researching records and understanding risks related to insuring properties in question. * Utilized Public Records search programs and Data Trace to uncover information associated with properties. * Remained up to date about relevant laws and regulations. * Prepared legal documents for clients and proceedings. * Worked to clearly communicate the history of a property’s title to all concerned parties.  Title examiner at Nation Title, Austin November 2008 — June 2015   * Accurately examined chains of title for a wide range of title orders. * Worked to resolve issues relating to missing or inaccurate information. * Properly prepared and reviewed reports. * Provided underwriting interpretation. |  |  |  | | --- | --- | |  | EducationAssociate of Communications, ASU, Dallas September 2004 — May 2008 High School Diploma, Astoria High School, Astoria September 2000 — May 2004 |  |  |  | | --- | --- | |  | ReferencesCliff Sabia from Nation Title [sabiac@nationtitle.com](mailto:sabiac@nationtitle.com) · 512-324-5688 Andrea Connolly from Dallas Title Group [connolly.andrea@yahoo.com](mailto:connolly.andrea@yahoo.com) · 469-322-1290 Gary Porter from Dallas Title Group [garyporter25@gmail.com](mailto:garyporter25@gmail.com) · 469-321-1267 | | DetailsSkills  |  |  | | --- | --- | | Real Estate Procedures | | |  |  |  |  |  | | --- | --- | | Computer Based Research Programs | | |  |  |  |  |  | | --- | --- | | Strong Communication Skills | | |  |  |  |  |  | | --- | --- | | Organizational Skills | | |  |  |  |  |  | | --- | --- | | Project Management Skills | | |  |  |  |  |  | | --- | --- | | Knowledge of Relevant Laws and Regulations | | |  |  | |