

RESUME

P. ANTHONY LAWRENCE

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OBJECTIVE

- My immediate objective is to get a job in a growth oriented company.
- To contribute and participate in the growth of an organization that rewards performance while recognizing commitment and nurture
- Looking for a position that will enhance my skills and provide me an ample scope of growth and serve the organization
- To make work environment in friendly manner or to create the healthy challenges between the colleagues in order to increase the efficiency of the company, Zest for completing work undertaken or assigned
- To be a trend setter in working conditions in order to push up the company's career.

PROFESSIONAL SUMMARY

- Worked as **Senior Analyst** with **Fidelity National Financial** (FNF India pvt ltd) From April 2019 to August 2022.
- Worked as **Senior Examiner** with **FAI (First American (India) pvt ltd)**. From November, 2010 to August 2018.
- Worked as Customer Care Executive with **Allsec Technologies Limited**. For one Year.

ACADEMIC CHRONICLE

- B.A – Bachelor of Arts. From Bangalore University 2005 - 2008.
- Pre-University from St. Joseph's Evening College. 2002 – 2004.
- SSLC from Vidhya Jyothi High School in 2002.

COMPUTER PROFICIENCY

- Typing: 45 Words per minute
- Worked in MS Word, MS excel, MS Outlook.

ORGANIZATION IN BRIEF

- ***Fidelity National Financial and First American India (FAI)***
- Company provides back office processing support for professionals who process the Title Reports validating the documents related to the property, ownership and legality for “**Title Insurance**”. This process will be done by various access sites as the information provided by Corporate Office in USA.
- Initially joined the company as “Process Executive” and worked in internal positions (Word Processing, Proofing, Screening, Searching and handling the Team as a group leader in screening position)

JOB PROFILE

- Checking the forgery / duplicates for transactions done by parties
- Property consultant helping clients in purchasing the property.
- Market survey on the property before issuing loans to the clients.
- Providing price quotation in order to help client to construct / renovate the property.
- Verifying the transaction types and quoting the interest rate as per transaction type.

STRENGTHS

- Strong ability to mentor a team
- Always ready to take up challenges & set examples
- Team work
- Learning skills
- Capable to work in critical situation
- Motivational skill

PERSONAL PROFILE

- Father's Name : A. Peter
- Mother's Name : Sowramma
- Date of Birth : 23rd May 1986
- Gender : Male
- Nationality : Indian
- Marital Status : Married
- Languages Known: English, Kannada, Tamil & Telugu

DECLARATION

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

Place : Bangalore

Date :

(P.ANTHONY LAWRENCE)