

# Shaun Greene - Experienced Title Analyst & Sales Manager

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## WORK EXPERIENCE

12/2018 – Present | **President's Club Title Clearance Analyst** – Amrock, Inc. (Coraopolis, PA)

- Work closely with clients, team members, and 3<sup>rd</sup> parties on a day-to-day basis to analyze risk & clear title requirements according to lender's standards for refinance transactions.
- Assist regularly with cross-functional teams and company leadership to provide feedback and pursue solutions pertaining to continuous improvement and operational goals.
- Develop new processes and best practices for daily operations and help implement ongoing training.
- Design and conduct dynamic individual and group training classes for new analysts.
- Assist leadership with additional tasks and responsibilities as necessary.
- Comprehensive experience and competency with addressing complex TC processes including POAs, Land Contracts, Tax Splits, Probates, New Construction, Corrective Deeds, and Escalations.

12/2017 – 12/2018 | **Title Clearance Analyst, Executive.** – Amrock, Inc. (Coraopolis, PA)

2/2017 – 12/2017 | **Title Clearance Analyst, Senior.** – Title Source, Inc. (Coraopolis, PA)

2/2016 – 2/2017 | **Title Clearance Analyst** – Title Source, Inc. (Coraopolis, PA)

11/2015 – 1/2016 | **Oil & Gas Landman & Title Reviewer** – Independent (SW PA/Northern WV)

- Prepared comprehensive surface & mineral ownership reports for individual and attorney clients.
- Responsible for abstracting, reviewing, & providing curative recommendations for subject parcels pertaining to Surface/Mineral Ownership, Oil & Gas Leasehold and delinquent tax sale interests.

11/2014 – 11/2015 | **Lease & Title Curative** – Larkspur Land Group, LLC (Moundsville, WV)

- Examine leases and title reports to identify defects encumbering development and set curative requirements.
- Draft and obtain executed lease documents to perfect lessee's title according to client standards.
- Primary point of contact for landowners and external firms to cure lease & title defects, in addition to lease acquisition & negotiation.
- Personally manage the disbursement/delivery of more than \$20 million in lessor bonus payments.
- Notary Public (WV #306575) & Active Member of American Association of Professional Landmen.

2/2014 – 10/2014 | **Derrickhand** – Ensign Energy USD, Well Services (Greeley, CO)

- Experience working with multiple aspects of workover rig operations, including rig up/down, nipple up/down, tripping pipe/rods, equipment operating, fishing, cementing, P&A, hydro-testing, and wireline.
- White Hat certification, IADC HSE Rig Pass and Noble Energy safety training.

5/2011 – 10/2013 | **Business Development** – BSC, Inc. (Nashville, TN)

- Developed and closed inventory management, physical storage, & process improvement solutions for material handling & storage product applications in industrial and office environments.
- Additional duties include project management, installation supervision, market research, web design, field service, and troubleshooting.
- Closed \$750,000+ in new project revenue during first 18 months.

## EDUCATION

8/2005 – 8/2009 | **West Virginia University College of Business & Economics** (Morgantown, WV)

Area of Study: Business Management – Emphasis in human resources management.

Degree Awarded: Bachelor of Science, Business Administration