



Residential Title Examiner

Daniel Fox

Professional summary

Experienced Examiner with over 12 years of experience specializing in residential property titles. Highly skilled in conducting comprehensive title searches, identifying and resolving defects, and managing escrow documentation for smooth residential transactions.

Experience

Residential Title Examiner

January 2016 - Now

Phoenix Title Agency / United States

- Review and analyze residential records to identify any title defects such as liens, judgments, encumbrances, and potential claims.
- Work closely with closing teams, real estate agents, and lenders to facilitate smooth closings and ensure all required documents are in compliance with state regulations.
- Advise clients on resolving title issues such as unpaid liens, legal claims, and discrepancies in ownership records.
- Conduct risk assessments for properties and offer guidance on how to clear any defects before transactions.

Escrow Officer Assistant

June 2013 - December 2015

Sunshine Title Company / United States

- Supported examiners in reviewing property titles and preparing policies for insurance issuance.
- Assisted in communicating with clients, ensuring they understood escrow and closing processes.
- Conducted thorough property searches to help identify key information for title reports.

Achievements

- **Employee of the Year** – Phoenix Title Agency, 2022
- Successfully identified and resolved over 500 title defects during a 2-year period, ensuring timely closings and minimal risk for clients.

(555) 345-6789

daniel.fox@gmail.com

United States, Phoenix, AZ

Education

Bachelor of Science in Business Administration

2009 - 2013

Arizona State University

United States

Certified Title Examiner

National Association of Land Title Examiners and Abstractors (NALTEA)

Certification Date: March 2022

Real Estate Law Certification

Arizona Department of Real Estate

Certification Date: June 2019

Skills

Title Search & Examination

Escrow Management

Title Defect Resolution

Arizona Property Laws

Risk Assessment & Problem Solving

Client-Facing Communication

Time Management

Languages

English (Native)

Italian (Conversational)