

Jennifer Powell

Contractor - USAA

210-209-1706

ifernblake@gmail.com

Organized, analytical, detail-oriented, and completes projects in a timely manner.

A In depth knowledge of fair lending practices, regulatory guidelines, and approval processes.

Advanced computer skills, skilled in MS Office and 5 years of experience with DU.

Excellent written and oral communication skills, with great ability to multi-task.

Thrives in stimulating, fast paced, high volume environments with proficiency in effectively solving problems.

Ability to adapt to change and handle multiple projects simultaneously.

4+ years of experience with RESPA

Authorized to work in the US for any employer

WORK EXPERIENCE

Senior Forensic QC Underwriter

USAA - August 2014 to Present

Review of closed mortgage loan files for compliance with applicable State and federal laws and adherence to specific lender guidelines with an emphasis on buy-back/put-back possibilities. This review includes identifying potential fraud and/or misrepresentation on the part of all interested parties to the transaction. Provide Quality Control Reviews. Review employment documentation and re-calculate income documentation for completeness and accuracy per guideline requirements. Review and recalculate asset documentation per guideline requirements. Review title commitments and policies. Appraisal review for guideline and USPAP compliance, Verify proper licensing of parties to loans being reviewed. Review and analyze borrowers mortgage applications, credit reports and related documents. Review and analyze real estate purchase contracts. Review state and federal disclosures for compliance. Analyze individual loan files and determine compliance with applicable lender guidelines. Perform in-depth research to document critical credit documentation is accurate (income, employment, occupancy, credit, assets, valuation, contract, HUD-1, interested party involvement)

Mortgage Underwriter Manager

Wells Fargo - San Antonio, TX - January 2014 to August 2014

Underwrite mortgage loans (VA, Conventional, FHA); Ensure FNMA, FHLMC investor's guidelines. Research, review and analyze of credit and income analysis; Accountable for analyzing and approving credit report, income and other mortgage documents. Calculate debt-to-income and loan-to-value ratios. Obtain information to make appropriate decisions, explain rationale behind credit decision.

Mortgage Underwriter

Accenture Credit Services - San Antonio, TX - September 2012 to March 2013

Conventional Underwriter completed a full review of credit and income analysis. Review appraisal to determine loan to value ratios. Ensure all aspects of the loan are within investor guidelines. Ensure knowledge of government and investor guidelines and requirements are update to date. Underwriting VA and Conventional loans 9-12 loan reviews per day. Fannie Mae, Freddie Mac underwriting reviewing DU, stream line refinances and purchases.

Mortgage Processor

USAA - San Antonio, TX - July 2010 to September 2012

I started with USAA as a Conventional Mortgage Processor. Basic and daily job duties: Order, review and approve appraisals, Issue counter offers when appraisal is at a lower value, Pre-Underwrite files, requested and reviewed Trust, close examination of Texas loans to ensure in title within 6 months and cash out guidelines, ordered and processed payoff, verified liabilities, income and assets, reviewed and calculated insurance to be within guidelines, reviewed and working title and title issues, reviewed and worked Condo questionnaires, master policies and flood policies, ensured approval for non-vendor title companies, reviewed appraisals, worked with DU, setup escrow accounts and escrow rollover amounts, ordered, followed up and reviewed Subordinations and second lien notes, ordered, setup and reviewed Private Mortgage Insurance fees and certifications, reviewed and ordered supplements for credit reports, ordered and validated MERS reports, worked with tax returns and transcripts, completed full and verbal verifications of employment for employed and self employed borrowers and ordering, reviewing and resolving issues on Early Check. Borrower contact was provided every 5 days to go over status, closing scheduling and verification loan funded.

Moved to client services, which is the call center for mortgage loans. Duties: answering calls from borrowers, title and real estate agent with questions on the status or issues on the loan. Worked with conventional and VA loans. Also reviewed turnaround times, loan applications, closing documents and basic processes of the loans to person that called in. Assisted fellow employees with calls they could not handle due to lack of experience. Was able to assist processors with closing the loan or with the escalations the call was having. Received many different awards in average handle time and calls taken with a certain time span during my time with this department.

Moved to Refinance Setup Team. Was asked to assist with starting this new department in training representatives on how to handle calls and answer questions and concerns. Handled escalations in this department on the loans and the process of the loan application. This department handled the loan until the application package, appraisal and title commitment was received. Worked title issues, appraisal issues and application package errors in this department. Was moved to the outbound side of this team to handle the loans that aged over 60 days. Managed 13 people on the team in identifying why the loan is aged and resolving the issue. Reported to upper management on the reoccurring issues on the files and expectation on resolving the issues. Handled escalations in this department, credit report ordering, pre-processing and appraisal issues.

Underwriter

Conventional Loans, Impac Lending - Irvine, CA - June 2004 to March 2005

Complete full review of conventional and VA loans to determine needed documentation and credit approval can be granted on jumbo loans. Review of appraisals, income and credit to ensure qualification under government and investor guidelines. Ensured knowledge of government and investor guidelines are up to date and accurate.

Assistant Conventional & VA/FHA Loans

FHA Loans, Home Loan Corp - San Antonio, TX - July 2002 to June 2004

Initial underwriting review for credit approval, including reviewing and approving appraisals to ensure loan is within guidelines.