

Debra K. Ward Hasslock
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Skills Profile

I have been in the Lending and Title business for 22 years. I began as a Loan Officer and Member Services Officer in 1989. In 1992 I began working in Title. I am very experienced at what it takes to make sure all requirements are cleared as well as requirements needed for National transactions.

Work Experience

NexTitle- Greenwood Village, CO July 2012-May 2013

Insure liens on title are clear. Prepare HUD settlement statements from lender instructions. Coordinate closing between notary and borrowers. Prepare escrow/title documents to accompany lender loan documents. Once signing has taken place and documents are returned from notary, quality control check return documents for correct signatures and notary seal. Balance and disburse once lender has sent funds for disbursement.

44 Settlement Services- Englewood, CO April 2012 - July 2012

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**LSI Title Agency Inc. -Greenwood Village, CO
November 2010- March 2012
National Escrow Officer**

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**Homestead Title & Escrow- Lakewood Colorado
December 2010- November 2010
Local and National Title Assistant and Escrow Officer**

Prepared Local and National closings. Issued final title policies for lenders. Quality control checked and recorded security instruments.

**Stewart Title- Denver, CO
May 2009-December 2010
National Escrow Officer**

Started the National Escrow Department in Colorado along with three other people. Brought on new clients with National lending business. Prepared HUD settlement statements from lender instructions. Coordinate closing between notary and borrowers. Prepare escrow/title documents to accompany lender loan documents. Once signing has taken place documents are returned from notary, quality control check return documents for correct signatures and notary seal. Balance and disburse funds once lender has sent funds for disbursement.

**National Settlement Services/Lenders First Choice-Mercury
January 2004- September 2008
National Escrow Manager**

Managed 65 + escrow employees. Organized several closing teams, processing teams, scheduling and post closing. Insured closings were completed in a timely manner, disbursed on time. At month end help prepare settlement statements and complete closings. Gave full support to all employees when and where needed.

References upon request