

Real Estate/Lending Paralegal

Name: Stephanie
Address: N/A
Phone: 516-851-4007
Fax:
Email: syuzzi@gmail.com

Comments:

I am a Real Estate/Lending Paralegal with over two years experience coordinating residential closings, preparing closing documents, drafting HUD-1 Settlement Statements, Aztech Recognition Agreements, and UCC-1 financing statements. I have an ABA Approved Paralegal Certificate with Distinction. Computer Skills: Adobe Acrobat, Adobe Reader, ACRIS, Excel, Microsoft Word, Notary Public, Scanning, and WordPerfect. A resume will be sent upon request.