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## Mortgage Compliance Officer Resume

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### Job Objective

Qualified Mortgage Compliance Officer seeking to fill position with established top-rate organization looking for applicants with extensive training and experience.

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### Summary of Qualifications:

- Huge experience in compliance, and financial services operations
  - Thorough knowledge mortgage servicing and lending business
  - Outstanding knowledge mortgage post-closing audits
  - Skilled in preparing and reviewing closing documents and processing loans
  - Deep knowledge of banking regulations applicable to subsidiaries of state member banks and subsidiaries
  - Familiarity with banking regulations, FHA and HUD guidelines
  - Ability to access rate, credit and loan status information
  - Solid understanding of mortgage and closing documents
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### Work Experience:

Mortgage Compliance Officer, August 2005 – Present  
Nationstar Mortgage, New York, NY

- Developed and revised policies and procedures of the federal compliance program.
- Evaluated and interpreted federal laws and regulations and assisted in improving business practices.
- Assisted Bank's Fair Lending Officer in the development and maintenance of Fair Lending for Servicing Policy Program and Procedures.
- Reviewed and updated fair lending and servicing related policies and procedures.
- Maintained and updated knowledge database of federal laws related to fair lending.
- Identified impact to mortgage servicing business.

Mortgage Compliance Officer, May 2000 – July 2005  
HSBC Bank, New York, NY

- Ensured that updates are implemented by testing system code.
  - Communicated changes with Quality Control Department.
  - Enhanced existing training program for new and on-going employees, with respect to certain aspects of regulatory compliance.
  - Managed compliance efforts as they relate to complex federal regulatory requirements.
  - Identified impact to mortgage servicing business.
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### Education:

Bachelor's Degree in Business Administration, Northwood University, West Palm Beach, FL

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