



better work, better life



**ADECCO IS LOOKING
FOR EXCELLENT CANDIDATES!!!**

Post Closer

Duties

Must be familiar with original document audit including notes, Insurance, HUD, TIL, ACH, Application, DEED and BPP coverage.

Responsible for contacting internal and external customers to correct closing issues and system discrepancies

This is a production driven role and person will need to be able to meet goals that are given to them.

Requirements

Detail-oriented, problem solver, computer literate, proficient in 10 key

Professional, trustworthy, reliable

Proficient with Excel, Word, excellent written and oral communication skills

One or more years of mortgage experience

FHA/VA experience a plus!!

Pay rate \$18.50 hourly Location in Simi Valley

Please email your resume to

Christy.castellanos@adeccona.com

818-241-9909