

Anvil Land Transfer

Job description: Title Processor

Job Type: Part-time

Email resume to abeiler@beiler-campbell.com

Description: Kennett Square PA Real Estate Title Insurance company seeking to hire a full time processor/conveyancer. Must thrive in fast-paced environment. Position includes processing files, preparing closing disclosures as well as interaction with customers, lenders and Realtors. Must be extremely organized and meet deadlines. Computer software proficiency is required and Title Agency experience is desired.

Salary TBD.