Philippa Ravensworth-Okafor

Senior Title Examiner

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SUMMARY

Title examiner with 7 years in residential and commercial title, examining about 45 files a week across Maricopa and Pinal counties. Traces chains of title, reviews liens, judgments and easements, and writes clear requirements and exceptions for commitments. Keeps post-closing claims on examined files near zero. Works in SoftPro, DataTrace and county recorder systems.

EXPERIENCE

Senior Title Examiner — Sonoran Deed and Title Agency

Phoenix, AZ · Apr 2021 – Present

- Examine 40 to 50 residential and commercial files a week, issuing commitments within 3 business days on 94% of orders.
- Cleared 120+ title defects in 2025, from unreleased deeds of trust to gaps in probate transfers.
- Reviewed 60 commercial surveys and easement packages a year, writing exceptions approved by underwriting counsel.
- Kept post-closing claims on examined files at 2 in 4 years, both from recording errors outside the search period.
- Trained 4 new examiners on chain-of-title review and requirement writing in their first 60 days.

Title Abstractor — Gila Basin Abstract Services

Mesa, AZ · Jun 2018 – Mar 2021

- Searched 30 to 40 properties a week in county recorder, court and tax records for 6 title agency clients.
- Built a checklist for probate and divorce transfers that cut missed documents on return files by about half.
- Prepared 25 full 60-year searches for commercial refinance files with no client corrections required.

SKILLS

Title examination: Chain of title, vesting, legal descriptions, liens and judgments, easements, CC&Rs

Commitments: Requirements and exceptions, Schedule B, endorsements, curative work

Records: County recorder, court dockets, probate records, tax records, UCC filings

Systems: SoftPro, DataTrace, RamQuest, Microsoft Excel, Adobe Acrobat

CERTIFICATIONS

Arizona Title Insurance Producer License

ALTA Land Title Institute Certificate

EDUCATION

Bachelor of Arts, Legal Studies, University of Arizona, 2018

Fictional example by FindAJobAI: the person, employers and numbers are invented.