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OBJECTIVE

I am looking to be challenged and take my experience to its highest potential in a new job environment in the Title Industry. To be able to improve communication among all members of a team and maintain productive relationships with clients, colleagues, and team members at all levels. I would embrace the opportunity to work with an industry leader and apply my vast experience and knowledge in their daily Renewable Land acquisition and Title operations.

I am a decisive team leader with an exemplary career performance record, articulate and self-directed. I welcome the opportunity to work with and learn from other professionals in my field.

PROFESSIONAL EXPERIENCE

Novel Energy Solutions

Land & Title Operations Manager – February 2024 to DATE

Land and Title Operations Manager is the point person for the Land & Title Team. The role coordinates with all internal departments at Novel and bring subject matter expertise to the project development team to produce clean and marketable title to allow for construction to commence. The land and title manger also coordinates with third-party developers, landowners, surveyors, and Novel Energy Solutions LLC (NES) as it pertains to curative title measures to move project acquisitions forward. The land and title manger works directly with title insurance companies, lenders, and other financiers to obtain construction loan and tax equity financing and title insurance policies and endorsements.

Job responsibilities: Work within the Project Development team to order and review real estate documents such as deeds, title reports/commitments, legal descriptions, ALTA Surveys, etc.

Provide training, as needed, to land & title specialists within the department.

Lead the Weekly Land and Title Meeting and will oversee updates to other team members and ensure the trackers are up to date and projects are assigned to specific team members.

Be the primary point of contact for projects with Engineering, Construction, Environmental, and Survey teams, including but not limited to the multiple states.

Attend financial and project closing meetings. Review and vet potential sites for project acquisition.

Coordinate with third-party developers for project acquisitions, lenders, internal and outside counsel to close on project loan financing.

Provide title opinions on title reports/commitments and make determinations on curative title work to be completed, as necessary. Gain crossing over existing easements, Right of Way and Mineral rights agreements, affidavits, and others, etc.

Communicate with Vice President of Project Development and others as needed, to provide clear understanding of land issues, as well as land issues and needs that may impact permitting and Utility Interconnection.

Lincoln Abstract & Settlement Services, LLC & TitleEase, LLC

VP of National Title Operations, Compliance and Underwriting - 10/10/2022 to February 2024

As Vice President of National Title Operations, Compliance and Underwriting at Lincoln Abstract & Settlement Services, responsibilities include reviewing all the company's operational and compliance policies as well as monitoring daily execution for all of Lincoln's Title Operations and Underwriting workflows. Follow and understand all tasks associated with the daily operations of a Licensed Title agent, which includes title review for insurability, curatives, liaison between the operations teams and clients. Support and guide on all title underwriting requirements, assist with title production policies and procedures including title searches, commitments, polices, recordings. Provide instructions and guidance to all the operations team members and assist in the daily work flows as needed. Work hand in hand with Lincoln's sales team by supporting existing clients daily and assisting them with new business development & integration. I have received my title agent licenses in 30 plus states including Florida, Pennsylvania, Missouri, Maryland, and Virginia as well as all states with reciprocity.

SourcePoint Title Services – Subsidiary of FirstSource Inc

Sr. Operations Manager of National Title Services- 12/1/2021 to 9/30/2022

My responsibilities covered daily operations of Sourcepoint Title & Services as well as all BPO operations nationally. I have received my title agents license in 30 plus state including Florida, Pennsylvania, Missouri, Maryland, and Virginia as well as all states with reciprocity.

I communicate in a collaborative manner across all business units to assure for free discussion and input from all associates to create an efficient and balanced work environment.

I work directly with clients to resolve clearance issues & underwriting questions. Offer options to cure title exceptions so the closing can be as smooth as possible.

Supported the global teams supplying searches, examinations, and curatives with training and concerns towards the products supplied as well as implement educational programs to correct workflow process, building best in class products.

Work with company data consisting of attendance, production targets, quality control, SLA's and SOW's metrics to provide a superior product.

Revised numerous Standard Operating Procedures to supply the highest quality commitment which embodied documents assuring compliance and meeting all industry standards.

Responsible for new business value creation by working hand in hand with the sales team, sit on calls with clients and discuss in detail possible new products to offer and how to make out current products better.

VPS VENTURES, INC

President and Owner Operator - 11/1/2015 – 11/15/2021

Operated a delivery logistics business contracted with Federal Express to deliver daily packages supplied by FEDEX to the customer's locations or as described as "the last mile."

Managed a staff of around 15 associates daily, screened and hired all personnel.

Managed a fleet of 17 trucks daily to meet all DOT and FEDEX image and safety requirements. Acted as a liaison with strong direct communications with FEDEX management to assure a smooth and effective operation and effectively fix or clear up any issues that would arise with approximately 1200 stops per day. Handled all aspects of the company's P&L.

Was nominated for contractor of the year by FEDEX's management team in the local terminal.

*** sold business

Stewart Title Insurance Company of New York

SR Vice President – NY Metro Operations & Underwriting Officer - 2000 – 3/2015

Responsible for the NY Metro Operations covering 3 offices which included having 45 direct reports.

Oversaw day-to-day operations consisting of the production group, closing department, recording department, sales team and underwriting department.

Created yearly a projected P&L and monthly reviewed it for adjustments and revisions to reflect the increases or decreases in cash flow.

Established over time a sound production workflow that made the closing process seamless and offered the highest quality of service for our clients.

Supported the agency Department and their underwriting team by helping with agent's questions. Articulate and able to work independently as well as. Served as an officer of the New York Corporate division.

Note ** through the above 15 years window we had a few restructurings and my role modified, but the responsibilities never varied significantly just my title and area of coverage.

Metro operations Sales manager and underwriter / clearance officer **6/2008 to 10/2014**

Long Island Operations manager **1/2000 to 6/2008**

Responsible for the Daily operations of Stewart's Long Island direct operations and oversaw a staff of 25 covering 2 office locations, one in Melville the other in Riverhead.

** Due to a market downturn in the industry, I was included in a nationwide downsizing of senior managers to cut cost quickly

VPS Abstract Corp

President and Owner Operator - 1987- 2000

Researched / Examined the Nassau County title records and created residential and commercial abstracts for purchase and review by title insurers with the intent of issuing a title policy. Worked with most national Title underwriters on their claims files to determine liability.

Clients extended across the real estate industry, serviced approximately 25 title insurers and about 50 direct relationships with numerous law firms each year.

Reviewed and processed 100 to 200 documents per week for recordation Supervised a staff of 10 employees.

****Sold business in 2000 to relieve the conflict of interest created by taking on the operation manager role for Stewart.**

TECHNOLOGY SKILLS

Microsoft Office Suite, ResWare Title Software, AtClose Title Software, and other proprietary software.

AFFILIATIONS

Past Member of Long Island Builders Association

Past Board Member of Smithtown Kickers Soccer Club Past Board Member of the Long Island Housing Partnership

****Currently I sit on the planning commission board for Carroll township**

REFERENCES *Furnished Upon Request*

28+ Active Title Agent Licenses: FL, PA, MD, VA, MO, GA, NY, NC...etc.