

Dorraine L. President

CHARLESTON OFFICE
ADMINISTRATOR

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VCard



Dorraine is the Office Administrator for Shumaker's Charleston office, where she leverages her industry knowledge and resourceful nature to support and cultivate firm culture. Dorraine directs and oversees the daily operations, working diligently to ensure resources are deployed to support the needs of the firm.

Dorraine manages:

- Local human resources operations, including staff recruitment, new employee orientation, policy administration, and benefits coordination
- Firmwide initiatives, policies, and procedures, collaborating with the office managing partner and fellow administrative leaders

Dorraine has over two decades of experience in the legal realm. She previously worked as a paralegal in the default servicing industry on mortgage lien foreclosures, serving as a key resource to clients and support staff throughout the foreclosure process, handling title report examination, pleadings, judgement orders, special warranty deeds, and final title policies.

Outside of the office, Dorraine enjoys spending time with family and friends, traveling to new destinations, trying recipes, attending basketball games, and reading industry-related publications.

PRIMARY LOCATION

Charleston, SC

EDUCATION

Katherine Gibbs Business
School