Qaitelynn Cummings

Paralegal

405.270.6013 | qaite.cummings@mcafeetaft.com
Oklahoma City

Overview

In her role as a paralegal for the firm's worldwide aircraft financing, title and registration practice, Qaite Cummings works with attorneys engaged in the representation of clients in matters involving the buying, selling, leasing and financing of aircraft. Her responsibilities include reviewing and compiling Federal Aviation Administration and Cape Town International Registry records for outstanding/unresolved title and lien issues, corresponding with involved parties to resolve document issues, drafting documents for attorney review, preparing aircraft closing instruments for filing and recordation with the Federal Aviation Administration, and verifying recorded instruments have been posted by the FAA to the proper aircraft, engine and propeller records.

Qaite's prior career experience includes working as a clerk at the Federal Aviation Administration Aeronautical Center in Oklahoma City, as a document services clerk for an information technology solutions company, and in customer service. Since 2015, she has also worked as a freelance private tutor for undergraduate and graduate students.