

Property Agent
Program Services 5

Alberta Transportation, Barrhead. Alberta Transportation is a Centre of Excellence for transportation in North America. We contribute to Alberta's prosperity and quality of life by providing and supporting a safe, innovative, and sustainable provincial transportation system. As an organization, we strive to provide our staff with a work-life balance including reasonable hours of work and flexible work options to ensure time with family. We believe in building careers and providing our employees with the tools and supports they need to excel.

To learn more about Alberta Transportation, follow the link to <http://www.transportation.alberta.ca/>

The Government of Alberta is committed to a diverse and inclusive public service that reflects the population we serve to best meet the needs of Albertans. Consider joining a team where diversity, inclusion and innovation are valued and supported. For more information on diversity and inclusion, please visit <https://www.alberta.ca/diversity-inclusion-policy.aspx>

If you are seeking to establish or progress your career in the land acquisition and management sector and the public service, we have a rewarding opportunity available for you to apply your education and gain valuable experience and training.

Working as a professional Property Agent and reporting to the Property Manager, you will be responsible for land acquisition, property management and general real estate functions for provincial government purposes. You will be comfortable working with a diverse clientele, have excellent human judgement, highly developed written and verbal communication skills and broad general real estate knowledge. You will use your superior negotiation skills to acquire property and will supervise the activity of external consultants including land agents, appraisers and surveyors. A strong understanding of real estate valuation principles, survey/construction plans, contracts and Land Titles procedures is required to make decisions and formulate recommendations, using sound judgement. You are a born problem solver and you will utilize this to identify and resolve issues arising from property acquisition and ownership. Organization of time and effort is important as is the ability to develop internal and external networks.

Don't hesitate! Take the next step in your career. Join a great team that is innovative, highly successful and committed to helping you realize your full potential.

We offer:

- Comprehensive benefits plan: <https://www.jobs.alberta.ca/offer/index.html>
- Pension plan: <http://www.pspp.ca/>
- Professional learning and development
- Positive workplace culture and work-life balance

Salary: \$2,963.75 - \$3,904.80 biweekly (\$77,353 - \$101,915 annually). Closing Date: March 21, 2019, Job ID #1053861

Qualifications: University graduation in a related field plus six years of directly related experience such as property acquisition or property/land management is required. Equivalencies will be considered including additional directly related experience in lieu of education. The successful candidate must

possess an SR/WA designation with the International Right of Way Association or an AACI or CRA designation with the Appraisal Institute of Canada. Experience with Microsoft Office Suite is required.

The following experience would be considered assets for this role: property acquisition, appraisals and valuation; sale of property; drafting a broad range of real estate agreements; linear acquisition; working with the Expropriation Act, Highway Development and Protection Act and contract law.

Candidates with lesser experience, with other related designations or without designations, may be considered at a lower classification and salary level.

Competencies are behaviors that are essential to reach our goals in serving Albertans. We encourage you to have an in depth understanding of the competencies that are required for this opportunity and to be prepared to demonstrate them during the recruitment process.

The link below will assist you with understanding competencies:

<http://www.psc.alberta.ca/Practitioners/?file=learning/apscompetencies/titlepage&cf=9>

Critical competencies for this role are:

Drive for Results: Property acquisition is a prerequisite to the successful and timely completion of all Alberta Transportation projects. Success in this role requires the ability to set and accomplish and priorities, take accountability and deliver projects.

Creative Problem Solving: Property acquisition projects range in complexity and include agricultural, commercial, industrial, institutional and residential land plus improvements. The size of a land acquisition project can range from a single parcel to hundreds of parcels of land. Your ability to assess options and implications and recommend innovative solutions will be crucial in this role.

Develop Networks: As the Property Agent you will deal with individuals, corporations, utility companies, financial institutions, and other levels of governments and their legal and professional representatives. Your ability to proactively build networks, connect and build trust in relationships with these stakeholders will enable you to find the best solutions and solve complex problems through collaboration.

Build Collaborative Environments: This position promotes sharing of expertise among wide-ranging teams to achieve broader outcomes within the organization.

Independent travel throughout the region is required, therefore candidates must possess a valid driver's license. The ability to conduct site inspections is also required.

This position is based in the Town of Barrhead. For more information, please visit

<http://www.barrhead.ca> .

This competition may be used to fill current or future vacancies at an equivalent or lower level in various locations throughout Alberta.

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Online applications are preferred via www.jobs.alberta.ca . Applicants are advised to provide information that clearly and concisely demonstrates how their qualifications meet the advertised requirements, including education, experience and relevant examples of required competencies.

Note: As only one file can be uploaded, please ensure your cover letter, resume and any other related documents are submitted in one file. Please ensure that this document is saved using the following naming convention (Last name, First name_Job ID Number). Applicants who apply online will be able to track the status of this competition.

If you are unable to apply online, please call Human Resources at 780-422-7757.

It is recommended that applicants who have obtained educational credentials from outside of Canada and have not had them previously assessed, obtain an evaluation of their credentials from the International Qualifications Assessment Service (IQAS) - <http://work.alberta.ca/immigration/international-qualifications-assessment-service.html> It is recommended that applicants include the assessment certificate from IQAS or any other educational assessment service as part of their application.

Position Profile

<https://www.alberta.ca/jobs/pprofile/pp1052875.htm>

We thank all applicants for their interest. All applications will be reviewed to determine which candidates' qualifications most closely match the advertised requirements. Only individuals selected for interviews will be contacted.

www.jobs.alberta.ca