
Job Title: Real Estate Negotiator/Acquisition Specialist

Employment Status: Permanent - Full Time

Reference Code: 1614

Closing Date: February 23, 2022

Location: Midhurst, ON L9X 1N6 CA



Position Summary

The Real Estate Negotiator/Acquisition Specialist reports to the Manager, Real Estate and is primarily responsible for providing support to the Manager and client departments with real estate needs including research, site selection, negotiation and appraisal for acquisition, and disposal of real property and property rights.

Duties also include preparing reports for internal departments and council, evaluation of reports to assess market value, working with stakeholders including property owners, internal clients and legal services, external consultants such as engineers, real estate agents, appraisers, surveyors etc. This position is regarded as the subject matter expert in real estate services and negotiations, and may be required to work outside of typical business hours to attend Public Information Sessions and complete negotiations at the convenience of client schedules. The position will act as a resource to, and implement directives of the Manager, Real Estate.

Position Requirements

1. Minimum two (2) year diploma or degree in a related discipline e.g. real estate appraisal, property management, urban planning, urban land economics, property assessment or equivalent experience.
2. Substantial progress towards or holding designations from the International Right of Way Association, Appraisal Institute of Canada, Institute of Law Clerks of Ontario or other relevant designation is highly preferred.
3. Outstanding business communication skills are required to influence, persuade and secure the cooperation of land owners and family members, landlords, lessees, municipal staff and solicitors, consultants, appraisers and real estate brokers, etc. in situations where communications can be highly emotional, intense or volatile.
4. Demonstrated ability to read and understand legal documents, engineering drawings (e.g. roads).
5. Thorough knowledge of real estate principles including real estate law and applicable municipal legislation including Residential Tenancies Act, Expropriation Act, Environmental Assessment Act, Land Titles Act, Municipal Act, etc.
6. Strong knowledge of appraisal, surveying, expropriation, municipal planning and land use to facilitate the acquisition and disposition of approximately 100 properties each year.
7. A minimum of four (4) years of real estate experience in a related role (e.g. capital acquisition agent, real estate negotiator, appraiser or evaluator) in a comparably sized complex organization, preferably with municipal experience in capital transportation project planning and completing strategic real estate research.
8. Experience with Registry Office/Land Title Office procedures, legal surveys and plans, and engineering procedures and plans as they relate to property rights and acquisitions.

Compensation

\$83,208 - \$99,848 per annum

To Apply

View the job description and submit your application online at www.simcoe.ca/jobs

The County of Simcoe thanks all applicants for their interest in this opportunity, but please note that only those candidates selected for an interview will be contacted. No telephone calls please.

Personal information provided is collected under the authority of the Municipal Act (2001) and will be used to determine eligibility for employment. The Corporation of the County of Simcoe is an Equal Opportunity Employer, and will provide employment accommodation upon request.

