

BUILD A CITY. BUILD A FUTURE.



Property Agent 1

As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation.

*City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward.
Build a City. Build a Future at the City of Surrey*

Scope

The Property Agent is a blend of office and field work pertaining to the acquisitions of; rights of way, portions of property for road widenings, acquisition of an entire property and licenses to provide temporary workspace. The skills required include negotiation, including training in communication, the ability to interpret civil engineering drawings, review and provide commentary of appraisal reports and the preparation of contracts. A basic knowledge of the expropriation act is expected during an interview.

Responsibilities

- You will collaborate with staff by applying your knowledge of the principles and process associated with negotiation communications, acquisition of interests in land, appraisal review, civil engineering and law related to the acquisition of interests in land for City of Surrey Capital Projects.
- Using your customer relationship, problem solving and interpersonal skills you will negotiate the acquisition of interests in land with property owners and/or representatives.
- You prescribe to highest ethical and professional standards, pledging to conduct yourself in a manner that is not detrimental to the public nor the reputation of the City of Surrey.
- You see the “Big Picture” and are strategic in aligning business practices to the overall direction of the organization.
- You are comfortable resolving challenges germane to acquiring land from residents and business owners and demonstrate ability to build trust, identifying problems, are dedicated to seeking solutions and must be an exceptional team player.

Qualifications

A qualified applicant will have:

- Completion of a two (2) year diploma in a related technology or discipline with a minimum of 3 years of current related experience or an equivalent combination of experience and training may be considered.
- Eligibility for membership in either the International Right of Way Association, the Appraisal Institute of Canada, or the Real Estate Institute of BC.
- A valid and unrestricted driver's license with a safe driving record.
- Land acquisition experience for a public agency related to capital projects would be considered an asset.
- Progression to accomplishing the SR/WA designation is considered an asset.

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Employment Status

Union – CUPE Local 402 – Regular Full-Time

Other Information:

Pay Steps	Hourly Rate (2024 Rates)
Step 1	\$45.61
Step 2 (6 Months)	\$47.52
Step 3 (18 Months)	\$49.52
Step 4 (30 Months)	\$51.52

This Posting Closes on December 19, 2025.

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