

BUILD A CITY. BUILD A FUTURE.



REAL ESTATE MANAGER – VALUATIONS & COMMERCIAL TRANSACTIONS

*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.*

EMPLOYMENT STATUS

Exempt – Regular Full-Time

SCOPE

Reporting to the Director, Realty Services, the Real Estate Manager leads the strategic planning and execution of property acquisitions, exchanges, and dispositions with a focus on commercial and residential development land. This role manages the full acquisition lifecycle—from identifying opportunities and conducting property research to negotiating with owners, developers, and brokers, finalizing transactions, and supporting site readiness.

As a key advisor within the Realty Services division, the Manager contributes to long-term acquisition planning, prepares detailed appraisal reports and reviews, and provides expert insights to inform internal decisions. The role also oversees internal and external appraisal activities, including managing a team of unionized staff and ensuring work is delivered in alignment with organizational priorities.

RESPONSIBILITIES

- Identify and pursue strategic real estate acquisition opportunities, with a primary focus on parkland, while also supporting broader city-building initiatives with internal and external partners.
- Lead negotiations and secure the timely acquisition of property rights to support park development and community growth, ensuring value for the City.
- Prepare internal valuation reports and provide expert advice to support decision-making on major projects across the organization.
- Oversee all valuation activities citywide, including leasing, asset management, infrastructure projects, and strategic acquisitions.
- Manage and develop a high-performing team of appraisers and acquisition staff, including oversight of internal and external valuation and appraisal review work.
- Share market intelligence with the division and ensure appraisal and acquisition activities align with organizational priorities and best practices.
- Advance process improvements, including the development of real estate strategies, negotiation frameworks, performance measurement tools, and tracking processes to enhance visibility, accountability, and overall efficiency.

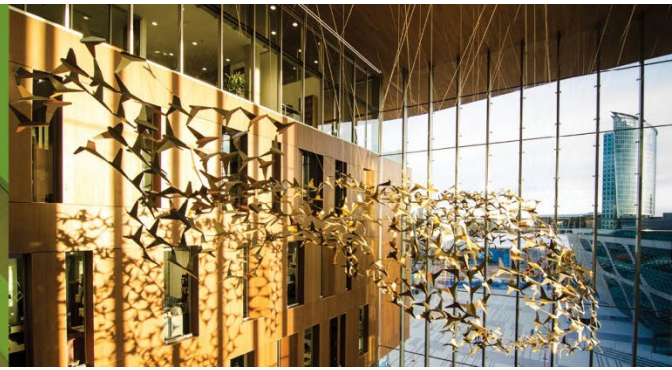
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QUALIFICATIONS

- Recognized post-secondary University degree
- Accredited Appraiser Canada Institute (ACCI P.App) is required. Other similar accreditations would be considered (ie. Royal Institute of Chartered Surveyors).
- DULE, RI, NAIOP and other designations would be an asset.
- A minimum of 7 years of experience in property appraisal, advisory and acquisition roles.
- Knowledge of real estate law and valuation
- Demonstrated ability to make complex, politically sensitive decisions with significant financial implications, exercising sound judgment and responding quickly and effectively.
- Demonstrated ability to conduct negotiations requiring a high level of tact and diplomacy.
- Demonstrated ability to assess and address complex, multi-dimensional issues where solutions are often unclear or not well-defined.
- Proven ability to build and maintain effective working relationships with internal teams, external partners, and diverse stakeholders.
- Possess leadership qualities and an entrepreneurial mindset.
- Valid driver's license

OTHER INFORMATION

Pay Grade: M3

Annual Rate: \$135,720-\$159,671

APPLY

If you are interested in this opportunity, please apply at <https://www.surrey.ca/careers>, Job ID 6859.

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