

# Township of Langley

<b>Job Title:</b>	Property Negotiator
<b>Competition Number:</b>	26-U025
<b>Employment Type:</b>	Regular Full-Time
<b>Pay Rate:</b>	\$46.07 - \$54.44 per hour (five steps, 2024 rates) plus benefits
<b>Hours of Work:</b>	40 hours per week; Monday to Friday, 8 hours per day
<b>Competition Opening Date:</b>	February 17, 2026
<b>Competition Internal Closing Date:</b>	February 25, 2026
<b>Competition External Closing Date:</b>	March 8, 2026

## Job Overview

The Township of Langley is recruiting for a regular full-time **Property Negotiator** to join our team of professionals in the Corporate Administration Division, Property Services Department. Reporting to the Manager, Property Services in this unionized position, you will conduct property negotiations, process and coordinate a variety of property-related requirements and assist in supporting the Property Services team. This position will appeal to individuals who are self-motivated, excel in negotiations with property owners and their representatives, and demonstrate excellent and tactful communication with a diverse group of stakeholders.

## Responsibilities

- Negotiate for the acquisition of real property, rights of way, restrictive covenants, easements, dedications and fee simple interests required for municipal purposes
- Inspect and evaluate real property for the purpose of acquisition, expropriation, exchange, sale, lease, license and rental
- Assist with the coordination of land development projects and liaise with internal and external contacts
- Screen tenants, negotiate lease terms, renewal clauses, and collection of rent/payments
- Review property appraisal reports, planning studies and property market studies and statistical information
- Draft property agreements including purchase and sale, statutory right of way, lease, license and road closure
- Prepare estimates of value, negotiation reports, and reports for Council
- Perform related duties as required

## Qualifications

- Completion of Grade 12 and completion of a recognized real estate, appraisal, or property management program plus a minimum of 3 years property negotiation experience and/or 2 - 4 years' experience in other areas of property management/real estate appraisal
- Considerable knowledge of the principles, practices and procedures used in real property appraisal
- Considerable knowledge of applicable legal requirements governing property acquisition, usage and disposal
- Sound knowledge of the land title requirements for registration of various property transactions
- Sound knowledge of the expropriation process and procedures
- Working knowledge of the rules, regulations and practices related to Residential Tenancy Board, subdivision control, zoning, development and other legislation and by-laws affecting real property
- Ability to meet, communicate and maintain effective working relationships with realtors, property owners, appraisers, property consultants, governmental representatives, and members of the public
- Ability to review legal documents, contracts and agreements and prepare correspondence related to the work
- Ability to gather and prepare market information and analyze statistical information and trends
- Ability to maintain related information, records and data and skill in the use of software programs

## Required Certifications/Licenses

Candidates **must** have the following valid and **current** certifications/licenses (must be valid at the time the posting closes) and these **must** be attached with your application.

- BC Class 5 (full privilege) Driver's License. You must include with your application a current **Personal Driving Record (select the 5-year option if obtaining online)** that has been obtained within 6 months of the closing date. To obtain a copy of your **Personal Driving Record**, please contact ICBC directly or the driving authority where you reside. Please note that a copy of your Driver's License and the Driver Factor Report **will not** be accepted.
- Accredited Appraiser Canadian Institute (AACI), or Real Estate Institute of B.C. (RI)

Applications without the attached required documents above will be deemed incomplete and may not be considered. Please title your attachments with the number of this competition and have these documents ready to upload when you apply.

## Apply Now

Visit [tol.ca/careers](http://tol.ca/careers) to apply for this exciting career opportunity in a growing community. The Township of Langley is an equal opportunity employer.

*We appreciate all applications; however, only short-listed candidates will be contacted for an interview.*