



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, Real Estate Services, the Real Estate Manager provides strategic leadership for the City's property acquisitions, exchanges, dispositions, and valuation advisory work. This role leads end-to-end transactions from identifying opportunities and completing due diligence to negotiating with owners, developers, brokers, and legal partners, finalizing agreements, and supporting site readiness to advance priority capital projects and city-building initiatives.

As a trusted advisor within Real Estate Services, the Manager shapes long-range acquisition strategies, reviews complex appraisal reports and provides recommendations that inform corporate decision-making. The role also leads citywide valuation and appraisal activities including oversight of a team of unionized staff and external consultants to ensure quality, consistency, and alignment with organizational priorities.

RESPONSIBILITIES

- Identify and pursue strategic real estate acquisition opportunities, supporting citywide priorities and corporate initiatives in partnership with internal and external stakeholders.
- Lead negotiations and secure property rights and interests (e.g., fee simple, easements, statutory rights-of-way, licenses) to support capital delivery, infrastructure, housing, community amenities, and broader city-building objectives, ensuring value for the City.
- Source and analyze market data (including comparable sales and leases) and provide recommendations on value to support negotiations and decision-making on major projects across the organization.
- Manage and develop a high-performing team of property agents and appraisers, 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) designation or willingness to obtain. Other similar accreditations would be considered (ie. Royal Institute of Chartered Surveyors).
- DULE, RI, NAIOP and other designations would be an asset.
- Minimum 7 years of progressive real estate experience, including acquisitions, dispositions, valuation support, and providing real estate advisory services.
- 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: \$145,387 - \$171,044

APPLY

If you are interested in this opportunity, please apply at <https://www.surrey.ca/careers>, Job ID 7125

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