



Shape a place
where people
want to be



Position Title: Property Negotiator

Position Status: Full-Time Regular

Department: Financial Services

Employee Group: Teamsters Local 31

Location: 4730 Kingsway, Burnaby

Salary Range/ Wage Rate: PG 27 \$2,993.53 - \$3,536.55 bi-weekly

Our Financial Services Department is seeking a Property Negotiator who will provide real estate services and advice to support the day-to-day operations and functions of the Properties Division and its clients in connection with the acquisition and disposal of a wide range of real estate interests, the administration of a substantial and diverse portfolio of real estate interests, and the protection and/or relocation of critical utility infrastructure.

You are: an accredited and professional real estate specialist with considerable experience in negotiation and appraisal of a broad range of real estate interests and legal agreements, including partial takings and rights of way.

This role:

- Provide customer-focused realty services to client-departments for the effective acquisition, administration or management, and disposal of real estate interests, including fee simple, rights of way, leases, licenses, etc. ("Property") in accordance with policies and procedures.
- Perform complex negotiation work to acquire, administer and dispose of Property, through purchase, exchange, sale, rental, etc., required for or declared surplus to Metro Vancouver's needs in connection with provision of water supply, treatment and delivery, liquid waste collection and treatment, solid waste and recycling management, air quality management, parks, greenways and conservation, and affordable rental housing.
- Perform complex appraisal work, provide and defend valuation opinions and estimate market values, rental rates, costs and compensation. Prepare appraisal terms of reference, commission and review independent fee appraisals. Recommend values or rates to be paid or received under various agreements to acquire, administer and dispose of Property.
- Acquire Property through approved statutory takings (i.e. expropriation), negotiate litigation settlements, and represent Metro Vancouver in Court/arbitration proceedings. Act as advisor to client-departments and legal counsel in relation to complex real estate matters, expropriation, document preparation, conveyancing and Court/arbitration proceedings.

- Perform or coordinate research and transaction due diligence, including legal, economic and environmental matters. Maintain Property records, files and database, examine and status titles and encumbrances, engage and consult stakeholders. Prepare legal agreements, correspondence, communication and briefing materials, and status reports, etc.
- Prepare, submit and present reports with analysis, alternatives and recommendations to obtain approval or direction from Metro Vancouver's Boards, Committees and management to acquire, administer or dispose of Property.
- Negotiate and prepare legal agreements (i.e. leases, licenses, rights of way, purchase and sale agreements, etc.) for approval to acquire, administer and dispose of real estate interests.
- Participate in client-department multi-disciplinary project teams. Coordinate realty services projects or programs, and perform a variety of Property related tasks.
- Maintain professional working relationships with Metro Vancouver staff, and various real estate organizations, associations, commissions, authorities and administrators.
- Perform related work as required.

To be successful, you have:

- Completion of the 12th school grade and an accredited program in Property Appraisal.
- Accredited Appraiser Canadian Institute (AACI), Professional Member of the Real Estate Institute of British Columbia (RI) or equivalent professional designation.
- Considerable experience in complex Property negotiation, appraisal and related real estate work or an equivalent combination of training and experience.
- Thorough knowledge of the principles, practices and procedures of evaluation, negotiation, disposal, exchange, rental and acquisition of all types of Property.
- Considerable knowledge of current realty values, construction costs, market trends and the processing of property transactions.
- Sound knowledge of zoning and building bylaws.
- Sound knowledge of modern office practices and procedures relating to real estate appraisal.
- Sound knowledge of the functions of the applicable department and the property requirements of same.
- Working knowledge of mortgages and leases and their relation to applicable property.
- Ability to exercise a considerable degree of independent action and judgement.
- Ability to appraise and negotiate Property purchase, rental, sale or exchange.

- Ability to successfully negotiate with Property owners and deal effectively with tenants, realtors, appraisers, business representatives, contractors and the general public.
- Ability to prepare detailed technical reports related to the appraisal and acquisition of all types of Property, to maintain files and records and input computer data as required.
- Ability to act in an advisory capacity to legal counsel and district officials during arbitration proceedings.
- Driver's License for the Province of British Columbia.

Our Vision:

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

Please follow this link <http://www.metrovancouver.org/about/careers/> to our Careers page where you can submit your application by October 11, 2020.