

**Source:** BC Hydro  
**Job Title:** Property Representative 1  
**Job Number:** BCH-T-6088-210617E 1  
**Job Location:** Surrey, British Columbia, Canada

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We're BC Hydro and we have a big job to do.

Keeping the lights on for over 4 million people across the province takes a lot of talented people doing many different jobs. From working deep in a generating station, atop a power pole, or behind a desk, whatever it is that makes you tick we offer challenging careers to help you reach your potential.

We're investing more than \$2 billion per year in major capital infrastructure projects to help meet the growing demand for safe, reliable power. We're upgrading transmission lines, building new substations, and investing in our hydroelectric generation facilities. We aim to provide meaningful and challenging work, opportunities for growth and a healthy work/life balance. We've been recognized for excellence and been named one of B.C.'s Top Employers and one of Canada's Best Diversity Employers for four years in a row.

It's our vision is to be the most trusted, innovative utility company in North America by being smart about power in all we do.

## **JOB DESCRIPTION**

### **Duties:**

- \* Arranges the sale, acquisition, lease and/or management of moderately complex properties or property rights ensuring that BC Hydro's requirements are met; researches and analyzes property rights, physical attributes and/or customer requests; determines financial impacts, feasibility and prepares reports and recommendations; prepares budget estimates for capital or operating expenditures for acquisition projects; solicits interest via advertisements; arranges for, prepares and negotiates offers, terms and conditions with customers, property owners and others; prepares agreements, documentation and required approvals.
- \* Manages an assigned real estate leasing portfolio representing BC Hydro's interests as a landlord or tenant by: renegotiating/reviewing lease agreements, managing the contractual relationships, and conducting site inspections; monitoring and advising tenants of breaches/financial or other agreement problems and following up to take appropriate corrective action and/or negotiate a resolution.
- \* Manages moderately complex BC Hydro's utility corridor property interests, reservoir lands, fee owned lands and other interests; negotiates agreements; performs site inspections; reviews development and construction plans; ensures work is carried out in accordance with plans, agreements and safety requirements; follows up with property owners, developers and contractors on right of way encroachments where a safety hazard to public or BC Hydro works exists.
- \* Provides assistance and support to higher level Property Representatives and reporting Manager on major complex capital projects and proposals; undertakes assigned moderately complex task segments for project implementation elements as a task team member.
- \* Provides technical direction to contractors, professional consultants and Property Services workers; provides direction and instruction to Property Legal workers on the preparation, registration and release of various property rights and transactions; provides technical guidance and checks work of lower level Property Services workers.
- \* Conducts research regarding legal, historic, economic, financial and political uses of land and rights related to various projects and proposals; prepares reports, supporting data and recommendations; follows up to implement approved recommendations.
- \* Reviews and approves Contract Payments to maintain BC Hydro property rights; approves payment requisitions for other staff members within designated authority limits.

\* Performs duties of a minor nature related to the above duties that do not affect the nature of the job.

### **Qualifications:**

\* Real estate, land economics, right of way and interest valuation, appraisal, land title and rights registry and documentation systems and processes, land research and analysis methods and techniques, financial analysis, administrative systems, negotiation and conflict resolution techniques and methods and report writing, Knowledge is typically acquired through completion of a Diploma Program in Urban Land Economics or equivalent plus BC Hydro in house courses in CDS applications, email and internet browsers.

\* A minimum of 3 years experience in progressively more responsible positions involving the purchase/sale of land, acquisition of property rights, analysis of various property transaction details, contracts administration and property rights and interest registration. Well developed oral, written, teamwork, interpersonal communication, negotiation and analytical skills.

### **ADDITIONAL INFORMATION**

**This position is affiliated with the Movement of United Professionals union (MoveUP/COPE).  
<http://moveuptogether.ca>**

\* Please note this location is LMS-2 (Surrey)

\* This is a Full Time Temporary role for approximately 3 years (ending July 2024)

\* Standard BC Hydro office environment and with regular travel away from headquarters to conduct property assignments as required, including occasional overnight travel.

\* A condition of employment for this job is that you maintain the following requirements in good standing: Driver's License Type = Class 5

Ability to work in a team environment is preferred.

\* An excellent interpersonal skill in dealing with employees, internal and external customers, contractors, and government agencies is an essential factor in the selection process.

\* Ability to remain calm and respond positively to difficult or irate customers is important.

\* Will be required to travel to job sites in Lower Mainland and Fraser Valley; from Fraser Canyon to Sunshine coast and Sea to Sky corridor.

We're always looking for exceptional people to bring new ideas, fresh thinking and the motivation to help shape the electricity system in B.C. It's an exciting time to be a part of our team as we invest in our system and prepare to meet the challenges of tomorrow.

### **How to Apply**

Interested candidates should submit their applications online at [https://app.bchydro.com/careers/current\\_opp.html](https://app.bchydro.com/careers/current_opp.html) by **July 2, 2021**.

[Click here](#) to access the job posting or visit the [BC Hydro "Current Opportunities" Careers page](#) to view and apply for jobs.

**You must use a supported browser, such as Firefox, Internet Explorer, Google Chrome or Safari. Your pop up blocker will also need to be disabled for the BC Hydro Careers site.**

On the BC Hydro Careers site, click on the Apply button in order to complete the steps to apply for this job. Please be sure to update your Candidate Profile with your current resume and include copies of your certifications, if applicable.

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Our values guide our work. Want to join us?

We are safe.

We are here for our customers.

We are one team.

We act with integrity.

We respect our province.

We are forward thinking.

BC Hydro is an equal opportunity employer.