

## **Capital Acquisition Agent**

### **Corporate Services – Real Property Asset Management**

#### **Three Positions - One Regular Full-Time position & Two 24-Month Contract positions**

Reporting to the Capital Acquisitions Program Manager, you will provide comprehensive real estate acquisition and advice necessary to acquire property rights for large individual capital infrastructure projects (roads, water and/or wastewater) through a wide variety of property types (agricultural, residential, commercial, industrial, environmentally sensitive).

#### **Responsibilities:**

- Participating in property acquisition programs and complete individual negotiations for multiple capital infrastructure projects
- Documenting and completing land transactions to secure property rights necessary for client programs
- Preparing and reviewing appraisal reports for specific projects and properties
- Reviewing project status with client and supervisor to ensure deadlines are met
- Recommending and directing expropriation proceedings according to applicable legislation and Regional policy
- Conducting appraisal procurement and review as necessary for all property negotiations
- Reviewing engineering drawings to determine property impacts
- Participating in Environmental Assessments, detailed design, and construction stages of capital projects to direct client on real estate matters
- Conducting research for feasibility and analysis (buy/full/partial taking, expropriation, business loss, injurious affection, special damages)
- Negotiating and recommending appropriate compensation settlement and implement recommended solution
- Conducting planning including critical path analysis for property delivery, setting objectives, prioritizing and setting tasks, and monitoring land acquisition budgets for individual projects – demonstrating expertise in real estate matters of a technical nature including legal, engineering, appraisal and negotiations.

#### **Qualifications:**

- A post-secondary education in a related field (i.e., Geography, Urban Planning, Urban Affairs and Real Estate) plus a minimum of five (5) years of previous municipal real estate experience preferably in capital project land acquisitions
- Knowledge of all applicable legislation related to capital projects, including Expropriation Act, Municipal Act, and Environment Assessment Act
- Sound knowledge of Registry Office/Land Title Office procedures, legal surveys and plans, and engineering procedures and plans as they relate to property rights and acquisitions
- A member of the Appraisal Institute of Canada and/or International Right of Way Association with an AACI and/or SRWA designation, or qualifications leading to such designations
- Sound knowledge of general legal matters pertaining to transfer of real property
- Strong project management skills, organizational abilities, time management skills, and the ability to work in a fast-paced multi-project environment
- Excellent written and communication skills
- Ability to work with minimal supervision
- Ability to exercise independent judgment and discretion in dealing with confidential matters
- Excellent computer skills with MS Office

**Location:** 10 Peel Centre Drive, Brampton

**Hours of Work:** 35 hours per week, Monday to Friday

**If this opportunity matches your qualifications and experience, please apply online at [careers-peelregion.icims.com](http://careers-peelregion.icims.com) by September 27, 2019.**