

Right of Way Acquisition Specialist
Universal Field Services, Inc.

Location: Pacific Northwest / Puget Sound Region



The ideal candidate will have real property acquisition negotiations and or relocation assistance experience under the policies and procedures of WSDOT and URA guidelines. Must be able to work within a team environment to accomplish organizational goals, be an effective communicator, and have strong time management skills with the ability to establish priorities and meet project deadlines. Technical experience should include: Research and review of title work; Understanding of Appraisal techniques & principles; Ability to read and interpret right of way plans and legal descriptions; Preparation of acquisition and relocation documents; Negotiations of various real property rights (fee simple, easements, etc.); Facilitate relocation assistance services; Participate in project team and client meetings; Prepare clear and concise documentation of communications.

Requirements:

- ✓ Must have excellent computer skills (minimum MS word / excel)
- ✓ Completion of IRWA coursework preferred (Appraisal, Negotiation, Real Estate Law, Engineering and related course work).
- ✓ Minimum three (3) years of related experience
- ✓ Senior Right-of-Way Agent (SR/WA) designation through the International Right of Way Association preferred, not required.
- ✓ Washington State Real Estate License or obtain within 45 days of hire.
- ✓ Washington Notary Public

Please send your resume to: mlegal@ufsrw.com

Universal Field Services, Inc. is an EEO employer