

To be considered for this position, please apply online to Requisition #177 at <https://www.percheronllc.com/careers>

Percheron is currently seeking a ROW Agent with experience completing Utah Department of Transportation (UDOT) projects. The applicant must be a motivated self-starter with ability to complete complex acquisitions with minimal supervision and will report to a Senior ROW Agent or Regional Manager. Ideal candidate will have working knowledge of The Uniform Act and UDOT's right-of-way program.

Percheron offers competitive salary and benefits including medical, dental, vision and life insurance. Optional benefits such as Short and Long-Term Disability and 401K plan are also available. The majority of positions will be full-time; however, part time opportunities will also be needed.

Responsibilities

- Locates property ownership by searching public and private records as needed.
- Meets with the land owners, their representatives to explain purpose of projects and to negotiate the acquisition of land rights.
- Analyzes and reviews information from engineering drawings, environmental reports and appraisal reports to prepare written offer packages in accordance with state and federal law.
- Prepares offer packages, reviews counter-offers, prepares administrative settlement packages, warrant request packages and condemnation packages.
- Provides relocation advisory assistance to owners eligible for benefits under the Uniform Act. Prepares required relocation notices, monitors business moves, inspects residential properties and processes claim packages.
- Performs market analysis to determine real estate values and prepare compensation estimates in accordance with the Uniform Act.
- Interprets title commitments and prepare release forms to satisfy closing requirements.
- Creates and maintains project databases containing land rights information, parcel reports, negotiation status, payments, damages and restoration.
- Prepares and adhere to schedules and budgets for acquisition and relocation projects.
- Maintains positive working relationships with UDOT Project Managers and Local Public Agency ROW Staff.
- Works with UDOT's electronic applications (i.e., ProjectWise, Electronic Program Management).

Qualifications/Requirements

- Minimum of 3 years ROW acquisition experience pertaining to transportation projects.
- Active IRWA SR/WA Designation, and/or R/W-NAC, R/W-RAC, R/W-URAC certifications preferred. Or successfully passed for credit within the past 5 years:

Right of Way Agent

Utah Department of Transportation Experience



- IRWA Courses: 100, 103, 104, 105, 200
- NHI Courses: 141045 Real Estate Acquisition under the Uniform Act and Course 141047 Local Public Agency Real Estate Acquisition
- Utah real estate sales license or the ability to obtain license within 12 months is required
- Required to obtain Utah Notary Public within 6 months
- Ability to interpret civil engineering drawings, environmental reports, land surveys and legal descriptions
- Ability to interpret eminent domain appraisals
- Efficient with Microsoft Office, business writing and windows operating systems

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