

### Class Concept

Positions in this class are responsible for planning, coordinating, and directing the real property appraisal program in the acquisition of right-of-way for the State of North Carolina under eminent domain law. These positions involve considerable contact with stakeholders and various state and local government officials to explain or clarify matters about the appraisal and acquisition of real estate.

Positions lead the Appraisal Unit by managing program goals, policy development, and fiscal planning for the Right of Way Division's cost estimate program; oversee staffing, training, and performance while coordinating workflows to meet critical project delivery deadlines with a high degree of independence. Positions direct training programs for all lower classifications and appraiser recertification classes and provide input and final approval of appraisal assignments and appraisers' fees for completing agency work. Positions conduct final administrative review of statewide appraisal reports by staff, reviewers, and fee appraisers, making recommendations as to their acceptance at the highest departmental threshold of compensation. Positions also meet with other Agency officials to discuss issues encountered on statewide projects with legal, control of access, and easement issues that affect value and advise the Attorney General's office on appraisal data and appraisers used in condemnation cases.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

- Thorough knowledge of real estate appraisal methods, including applicable laws, standards, and guidelines such as NC Appraisal Board requirements, CFR 49 Part 24, FHWA guidelines, and USPAP
- Thorough understanding of departmental policies, the ROW Manual, and general NCDOT and HR management policies
- Proficient in interpreting deeds, real estate documents, highway and utility plans, and cross-sections
- Skilled in using GIS systems, public land records, and CADD techniques for property analysis and documentation
- Ability to accurately inspect or audit estimates for project costs and assessments of property impacts
- Capable of supervising, training, and coordinating the work of others effectively
- Strong interpersonal skills with the ability to build and maintain productive working relationships with colleagues and the public

#### Minimum Education and Experience

Possess an active NC. Certified General Appraiser license or be a Certified General Appraiser licensed in a state recognized by the NC Appraisal Board offering license reciprocity. If licensed in another state, the NC license must be instated before a job hire can be finalized. Nine (9) years' appraisal experience in training, writing, and reviewing qualified appraisals, including seven years of work for a condemning authority subject to the laws of eminent domain and four years in a supervisory capacity.

#### Necessary Special Requirement

Must be actively enrolled on the National Registry, possess a current USPAP Certification, and be eligible to operate a NC state-issued vehicle.