

Class Concept:

This is professional work in appraising property in the acquisition of highway right of way. Positions are responsible for appraising the property to be acquired, the easements to be secured, and damages which will accrue to remaining properties. Work involves considerable public contact with landowners, state and local officials and other highway officials. Work is guided by federal and state laws, policies, and procedures and is performed under the general supervision of a right of way appraiser who reviews work in progress and upon completion for accuracy and conformance to established standards.

Position studies construction plans for the new project to get familiar with the effects of project on subject properties; searches court records and interviews court officials to obtain a legal description of property and sales data on subject property and comparable properties. Contacts the landowner, explains construction plans, verifies property lines and building locations, and invites comment from owner as to factors in his opinion which might influence the value of his property. Prepares a detailed description of each parcel of land, and buildings thereon, noting type of crop and use of land, drainage and topography of the land, type, size, condition, use, and architectural style of buildings, cost and grade of building materials, and equipment in the buildings such as air-conditioning, refrigeration, heating plants and utilities. Appraises property to be acquired and damages which will accrue to remaining property, basing such appraisal values on, where applicable, a combination of the following methods: cost approach to value, income approach to value, and market data approach to value. Prepares a report of appraisal showing the detailed description of land and buildings, the appraisal value of land, buildings and improvements, and a sketch or pictures of parcel real estate to be acquired. Consults with negotiators to clarify any phases of appraisal not made clear in report. Consults with trial attorneys as to the value of property and damages involved in right of way condemnations, and testifies in court if called upon. Performs related duties as required.

Recruitment Standard:

Knowledge, Skills, and Abilities:

- Thorough knowledge of the various methods of real estate appraisals.
- Considerable knowledge of departmental policies and procedures.
- Considerable knowledge of drafting techniques.
- General knowledge of public land record systems in various counties.
- Ability to read and understand deeds and other instruments of real estate conveyance.
- Ability to read and understand plans. Ability to make accurate estimates of project costs.
- Ability to establish and maintain effective working relationships with other employees and the general public.

Minimum Education and Experience:

Bachelor's degree from an appropriately accredited institution with a degree in Business, Economics, Real Estate or related field (i.e., Civil or Structural Engineering, Architecture) from an appropriately accredited institution and three years of experience in right of way or real estate appraisal work; or

High school or General Educational Development (GED) diploma and seven years of experience in right of way or real estate appraisal work, including four years in right of way work; or an equivalent combination of education and experience.

Necessary Special Qualifications:

Certification as a N. C. State General or General/Residential Real Estate Appraiser. Minimum Training and Experience for Right of Way Appraiser Trainee Appointment Graduation from a four-year college or university; or an equivalent combination of education and experience.

Possession of a Registered Appraiser Trainee certificate from the North Carolina Appraisal Board.