

Class Concept:

This is administrative and supervisory work in appraising property in the acquisition of highway right of way. Positions are responsible for coordinating and directing the appraisal program in a geographical area comprising three to four highway divisions. Duties include training of appraisal personnel assigned and for the training and employment of fee appraisers: 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 the state right of way appraiser who reviews work in progress and upon completion for accuracy and conformance to established standards.

Position determines the priority of appraisal work and assigns projects to either state or fee appraisers; reviews appraisal of property and damages; approves or revises appraisal; discusses with appraiser the problems which arise during the appraisal; accompanies appraiser on difficult or unusual cases. Makes field inspection of proposed highway locations with other highway officials to determine feasibility of proposed highway locations; recommends revision in proposed plans which will facilitate the securing of the right of way or reduce the cost without unduly increasing construction costs or sacrificing good engineering principles. Meets with highway and local government officials to explain or clarify matters pertaining to the appraisal of real estate. Supervises the training of all new positions in the area offices engaged in real estate appraisals. Consults with trial attorneys as to the value of property and damages involved in right of way condemnations, and testify 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.
- Thorough knowledge of departmental policies and procedures.
- Considerable knowledge of drafting techniques.
- Considerable knowledge of public land record system 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 estimate of project costs.
- Ability to supervise, train and coordinate the work of others.
- 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) and five years of experience in right of way or real estate appraisal work; or

High school or General Educational Development (GED) diploma and nine years of experience in right of way or real estate appraisal work, including five 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.