

Job Title: Right-of-Way Agents – Licensed
Job Location: Phoenix, Arizona
Company: Acquisition Sciences, Ltd.

Acquisition Sciences, Ltd. (ASL), a women owned business with offices in Phoenix, Tucson and Las Vegas based right of way firm, is seeking Arizona licensed right of way agents. ASL provides services including acquisition/negotiations for right of ways and easements, relocation advisory assistance services in accordance with the Federal Uniform Relocation Act (URA), project management services, title examination services, property management and real estate consulting services on a contractual basis to government agencies, private organizations and other individuals needing such services.

Requirements:

2+ years of college or technical school or 1 to 4 years of progressively responsible technical right-of-way experience. Additional experience in right-of-way can be substituted for required education on a year-for-year basis. Applicants must maintain an active state of Arizona Real Estate License and driver's license.

Work Activities/Responsibilities:

1. Acquire property rights as required by various projects; property rights may include, but are not limited to, rights of entry, temporary or perpetual easements, and fee title free and clear of all liens and encumbrances.
2. Read and interpret property appraisals, title reports, plans and legal descriptions.
3. Meet with property owners or their representatives to negotiate and acquire their holdings; resolve any problems connected with acquisition such as construction, grade irrigation and drainage, titles, relocation and effect of construction on seller's remaining property.
4. Prepare and/or consummate purchase agreements, building reports, deeds, easements, extended occupancy agreements or releases.
5. Open and close escrow on successful acquisitions; contact persons who are to be relocated because of acquisition of their property or their place of residence and offer assistance to them in finding new housing.
6. Calculate monetary entitlements for replacement housing; prepared written entitlements of replacement housing benefits.
7. Issue required notices; perform decent, safe, and sanitary inspections of replacement housing; provide relocation advisory services for both residential and business displacee's; maintain daily contact reports.
8. Secure rental agreements for persons who are to occupy agency owned property.
9. Contact occupants of property; secure required rental papers; manage delinquent rentals; inspects properties; and other property management duties.

How to Apply:

Email resume to: CAROLINET@ACQSL.COM

Additional contact detail:
Acquisition Sciences, Ltd.

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