

**MISSOURI DEPARTMENT OF TRANSPORTATION
JOB OPPORTUNITY ANNOUNCEMENT**

Statewide

05/10/2021 Date Posted	Job Post ID: 13845	05/31/2021 Notify Contact Person By
Certified Appraiser Job Title		R04890 Job Title Code
Southwest / Right of Way Division District/Division/Office		SW District Office Location of Vacancy
16 Salary Grade		\$4,335.00 Min. Monthly Salary
Andrew Ellsworth Supervisor/Team Leader		1 Number of Positions
Shay Medley Contact Person (Name)	medles1 (USERID)	417-895-7617 (Area Code/Telephone No.)

SAFETY-SENSITIVE JOB:	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
PHYSICALLY DEMANDING JOB:	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
FREQUENT USE OF DEPARTMENT VEHICLE:	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>

Remote work location and/or teleworking will be considered for this position.

As a condition of continued employment, MoDOT may require employees to take a PCR(active infection) COVID-19 test during the pandemic in an effort to slow or stop the spread of virus at work. MoDOT will pay for all expenses associated with any required COVID-19 test(s).

Note: Refer to personnel policies 0600 "Medical Examination Program" and 2508 "Drug Testing Program" for testing requirements.

Job Summary:

The certified appraiser performs advanced right of way activities in the areas of property appraisal; may perform negotiation, relocation, mediation, condemnation, and realty asset management activities. Responsibilities are performed under general supervision.

Minimum/Required Qualifications:

Bachelor's Degree: Real Estate, Finance, Economics, Business Administration, Public Administration, or related field.
Residential or General State Appraisal Certification.
Two years of experience in real estate.

Supervisory Responsibilities:

None

Special Working Conditions/Job Characteristics:

Job requires occasional, statewide, overnight travel.
Work may be performed outside of normal working hours.

Examples of Work:

- Prepares appraisal reports for acquisitions and for the sale/lease of excess land.
- Searches for comparable sales data; views comparable property and verifies selling price and all relevant aspects of sales with buyers, sellers, or realtors.
- Conducts preliminary review of prospective projects to estimate acquisition costs.
- Serves as a project core team member to provide right of way insight related to projects.
- May review appraisals prepared by others, including fee appraisers; explains appraisals to staff handling negotiations.
- May assist with condemnation proceedings.
- May monitor property right acquisition activities of other agencies to assure compliance with federal requirements.
- Performs negotiations or relocation assistance activities when assigned.
- Performs other responsibilities as required or assigned.

In order to be considered for this vacancy please go to the [MoDOT Employment Application System \(EAS\)](#) and submit an on-line application. Applications, and if applicable transcripts, must be received by no later than 11:55 pm of the closing date listed on the advertised vacancy.

MoDOT is primarily conducting telephone interviews due to social distancing requirements at this time. For applicants being interviewed who are hearing or speech impaired and need assistance, we will coordinate with the Missouri Relay System.

During the COVID-19 pandemic, MoDOT strictly enforces social distancing, face covering, and other safety requirements to ensure the health and safety of our employees and those who we serve.

The Missouri Department of Transportation promotes an equal opportunity workplace that includes reasonable accommodation of otherwise disabled applicants and employees. Please see your manager should you have any questions about this policy or these job duties.

MoDOT does not hire individuals with F-1 OPT visas into full-time or permanent part-time positions and MoDOT does not sponsor applicants for work visas.