

#44417 - 41-9020 REAL ESTATE AGTS-2 - External

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LAND AGENT(Job Id 44417)

Location: US:NH:CONCORD

Occupation 41-0000 Sales and
Category: Related Occupations

Employment Type: FULL-TIME

Post Date: 10/29/2024

Close Date: 11/21/2024

Salary: 25.400-34.140
USD

Description

State of New Hampshire Job Posting

NH FISH AND GAME DEPARTMENT

WILDLIFE DIVISION

11 HAZEN DRIVE CONCORD NH 03301

37.5 hours weekly FULL TIME

LAND AGENT/WILDLIFE DIVISION

Position # 43049

\$25.40/hour - \$34.14/hour

The State of New Hampshire, Fish and Game Department has a full-time vacancy for Land Agent.

Summary:

Coordinates land conservation projects including appraisal, abstracting, negotiation, stewardship and mitigation work in order to secure titles, easements or land use agreements.

YOUR EXPERIENCE COUNTS: Each additional year of approved formal education may be substituted for one year of required work experience and/or each additional year of approved work experience may be substituted for one year of required formal education.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with major study in engineering, forestry, business administration or a natural resources field. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Four years' experience in land acquisition, appraisal, abstracting and negotiation. Each additional year of approved work experience may be substituted for one year of required formal education.

License/Certification: Must possess a valid driver's license. Motor Vehicle Record (MVR) must meet the minimum standards as established by the agency.

PREFERRED WORK TRAITS: Considerable knowledge of current property values, evaluation work and appraisal practices. Working knowledge of land surveying practices. Working knowledge of methods of title search and abstract preparation. Working knowledge of the drafting of real estate legal papers. Ability to present ideas to the public, interact tactfully with the public and property owners, and testify in court. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority. Additional working knowledge of building management, cultural resources and environmental compliance processes would be beneficial.

Responsibilities:

- Performs ground reconnaissance to obtain information and recommend purchases of land and/or land rights, and implements decisions relative to the purchase or transfer of land ownership interests and land management.

- Conducts negotiations with landowners, developers, realtors and lawyers to secure interests in land via transfers of title, purchase and sales agreements, fee simple interests, leases, easements, rights of way and special use permits.

- Administers and develops service agreements and contracts for title work, legal services, property surveys, appraisals, and maintenance. Reviews contractor work product to ensure compliance with state and federal requirements.

- Maintains legal documents pertaining to the department's interest in land holdings to insure compliance with state and federal requirements.

- Prepares documents and reports for federal assistance grants and legal documents such as purchase and sales and sales agreements, deeds, leases, options, easements, and boundary line agreements and coordinates their execution; may testify in court on contested action to explain agency position.

- Assists in coordination of the conservation easement stewardship program to ensure monitoring of conservation easements and resolution of compliance issues.

- Coordinates the Department's Special Use Permit system, including reviewing public inquiries to use Department lands, issuing permits as directed by the Department's Lands Team, monitoring permit compliance and ensuring permits are up to date.

- Assists state lands habitat management program, boat access program, and other land management staff with addressing stewardship issues associated with Department lands, to include duties such as participating on the Department Lands Team, performing research and analysis of historical and legal documents, negotiating land use agreements, and reviewing easement requests.
- Interprets proposals that may affect Department lands or interests and represents the Department on inter-agency committees, at public hearings and legal proceedings. Schedules and participates in public hearings by answering questions from interested property owners and parties concerning the consequences of land acquisition projects.

Disclaimer Statement: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to the position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

For further information please contact James Oehler Habitat Program Supervisor (603)-271-0453 or via email james.d.oehler@wildlife.nh.gov. or Dee Grimes Human Resource Administrator (603) 271-2496 or via email deirdre.l.grimes@wildlife.nh.gov.

***TOTAL COMPENSATION INFORMATION**

The State of NH total compensation package features an outstanding set of employee benefits, including:

HMO or POS Medical and Prescription Drug Benefits:

The actual value of State-paid health benefits is based on the employee's union status, and employee per pay period health benefit contributions will vary depending on the type of plan selected.

See this link for details on State-paid health benefits:

<https://www.das.nh.gov/hr/benefits.aspx>

Value of State's share of Employee's Retirement: 13.85% of pay

Other Benefits:

- * Dental Plan at minimal cost for employees and their families (\$500-\$1800 value)
- * Flexible Spending healthcare and childcare reimbursement accounts
- *State defined benefit retirement plan and Deferred Compensation 457(b) plan
- *Work/life balance flexible schedules, paid holidays and generous leave plan
- *\$50,000 state-paid life insurance plus additional low-cost group life insurance
- *Incentive-based Wellness Program (ability to earn up to \$500)

Total Compensation Statement Worksheet:

<https://www.das.nh.gov/jobsearch/compensation-calculator.aspx>

Want the specifics? Explore the Benefits of State Employment on our website:

<https://www.das.nh.gov/hr/documents/BenefitBrochure.pdf>

<https://www.das.nh.gov/hr/index.aspx>

EOE

TDD Access: Relay NH 1-800-735-2964