

CLASSIFICATION: RIGHT-OF-WAY APPRAISER III

Class Code: 7763-25

Date Established: 04-30-58

Occupational Code: 7-5-7

Date of Last Revision: 07-23-15

Exempt Status: Exempt

BASIC PURPOSE: To estimate fair market values and damages pertaining to the acquisition of commercial, industrial and other real estate for highway construction.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

- Conducts appraisals of complex commercial and industrial types of property to determine fair market value and damages.
- Conducts preliminary surveys with the Right-of-Way Supervisor to determine the consequences resulting from the construction of highways, shopping centers, and other major structures.
- Estimates the market value of surplus real property to be sold.
- Supervises, trains, and provides instructional assistance to less experienced staff Appraisers as required.
- Testifies before hearings or court as an expert witness to defend appraisals, methods, and techniques.
- Explains appraisal methods and right-of-way procedures to commercial and industrial property owners or their agents.

DISTINGUISHING FACTORS:

Skill: Requires skill in analyzing and interpreting data, policy and procedures OR in using equipment in order to arrive at logical conclusions or recommendations.

Knowledge: Requires logical or scientific understanding to analyze problems of a specialized or professional nature in a particular field.

Impact: Requires responsibility for achieving direct service objectives by assessing agency service needs and making preliminary recommendations for the development of alternative short-term program policies or procedures. Errors at this level result in incomplete assessments or misleading recommendations causing a disruption of agency programs or policies.

Supervision: Requires direct supervision of other employees doing work which is related or similar to the supervisor, including scheduling work, recommending leave, reviewing work for accuracy, performance appraisal, or interviewing applicants for position vacancies.

Working Conditions: Requires performing regular job functions in an environment which includes exposure to continuous physical elements or a number of disagreeable working conditions with frequent exposure to minor injuries or health hazards.

Physical Demands: Requires light work, including continuous walking or operating simple equipment for extended periods of time as well as occasional strenuous activities such as reaching or bending.

Communication: Requires reviewing summaries and reports and making management level decisions to solve problems or to achieve work objectives as well as articulating and expressing those solutions and goals. This level also requires formal presentations of solutions and goals to employees and the general public to increase the responsiveness of the agency toward the demands of its client system.

Complexity: Requires evaluating a combination of wide-ranging job functions to determine work procedures, to solve problems, and to reach conclusions by applying analytical, technical, or scientific

thinking. This level also requires planning policies and long-term strategies, drawing conclusions based on available criteria, and evaluating the effectiveness of program objectives.

Independent Action: Requires independent judgment in planning and evaluating work procedures and in supervising the development of professional, technical and managerial standards under administrative direction and according to broad departmental guidelines.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Five years of experience in the field of real estate appraisal including both urban and rural property, two years of which shall have been at or equivalent to the Right-of-Way Appraiser II level. Each additional year of approved work experience may be substituted for one year of required formal education.

OR

Educations: Associate's degree from a recognized college, university or technical school. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Seven years of experience in the field of real estate appraisal including both rural and urban property, two years of which shall have been at or equivalent to the Right-of-Way Appraiser II level. Each additional year of approved work experience may be substituted for one year of required formal education.

License/Certification: Registration as a Certified General Appraiser in the State of N.H. Valid driver's license and/or access to transportation for statewide travel.

SPECIAL REQUIREMENTS:

Successful completion of Real Estate Appraisal Course – The Valuation of Partial Acquisitions—of the International Right-of-Way Association or equivalent.

RECOMMENDED WORK TRAITS: Knowledge of current rural and urban real property values, valuation work and appraisal practices. Knowledge of laws and methods pertaining to the appraisal of all types of real property. Knowledge of construction types and complete familiarity with detail prints. Knowledge of mathematics to include algebra and trigonometry. Knowledge of land survey methods. Knowledge of how to read and interpret a project plan that is developed by Highway Designers. Ability to operate planimeters and other measuring instruments. Ability to present ideas clearly. Ability to prepare technical reports. Ability to assemble data for land economic studies. Ability to supervise a staff of subordinate appraisers. Ability to meet the public and to establish and maintain effective working relationships with property owners and professional personnel. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority.

DISCLAIMER STATEMENT: This class specification is descriptive of general duties and is not intended to list every specific function of this class title.