

Right of Way Project Manager
NTE Mobility Partners

Project Manager needed to work with the Right of Way Director for a transportation project in Northern Tarrant County. A minimum of ten years of Right of Way/Real Estate experience required with a preference to transportation projects. Candidate must have knowledge of the Uniform Act and some accounting and finance background. Communication and computer skills a must. The fast-paced work environment requires initiative, dependability and flexibility. The candidate must possess a positive, professional demeanor and able to communicate at all professional levels, both internally and externally. Independent judgment is required to plan, prioritize and organize a very diverse workload.

Responsibilities:

- Assist in managing the right of way process involving all right of way disciplines.
- Solid understanding of state and federal procedure especially as to eminent domain and relocation assistance.
- Help provide day-to-day oversight and management of an extensive and fast tracked right of way program.
- Maintaining project reports, invoices and project schedules.
- Organizes and prioritizes large volumes of information.
- Effectively manage tasks and deadlines.

Qualifications:

- Bachelor's degree preferred and ten years of recent right of way/real estate experience that involved transportation related right of way projects. Additional years of recent and relevant right of way experience may substitute towards the education requirement.
- Must be able to demonstrate computer proficiency, especially as to Microsoft Excel, Word and Power Point and other PC based programs.
- Ability to interact with colleagues in a self-managed team structure.
- Strong communication skills.
- Ability to establish priorities and meet deadlines.
- Ability to work in an organized, detailed manner under tight time frames.

Email resume and salary requirements to:

Tom Brady Right of Way Director
NTE Mobility Partners
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