



Right-of-Way Agent

GUY Engineering is seeking a Right-of-Way (ROW) agent in our Tulsa or Oklahoma City, OK office. Responsibilities include but are not limited to:

- * Demonstrate ROW knowledge of land and negotiating principles, state and federal ROW procedures and statutes
- * Communicate and coordinate communications with all concerning agencies, parties, and entities, including landowners, owner, client, government agencies, contractors and other external contacts involved
- * Develop and maintain positive relationships with all parties, upholding the image of client and company
- * Knowledge of conducting title and chain of title research, performing curative title, and requesting and preparing title certificates for abstractors
- * Identify and contact agencies, parties, and entities affected by ROW project
- * Prepare and file permits and applications with agencies, parties, and entities affected by ROW route
- * Negotiate with landowners and other stakeholders acquiring rights of entry, easements, permits, and other necessary agreements/permissions
- * Negotiate and mitigate settlements for damages with landowners and other stakeholders
- * Manage the payments process for right of ways, damage settlements and permits

Qualifications:

- * 1-5+ years related Oklahoma Department of Transportation experience in ROW acquisition and negotiation
- * Excellent written and verbal communications skills
- * Strong customer and team focus
- * Demonstrate intermediate computer knowledge through effective use of a personal computer including Microsoft Office applications.

We offer a competitive benefit and compensation package, including medical, dental, vision, life, disability plans & two retirement plans: a 401(k) and an ESOP.

GUY Engineering Services, Inc.
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Equal Opportunity/Affirmative Action Employer/M/F/D/V