



Position Description

Vacancy Title: **Land Economist & Policy Analyst**

Location: **Suva**

Reports To: **None**

Objective

The role of the Land Economist & Policy Analyst is to provide services in real estate management, land valuations, real estate projects appraisals, market analysis of the land development and real estate sectors. The position is responsible for appraising iTaukei real properties on a regular basis to determine Fair Market Value including property valuation, property tax administration, or property tax policy.

Outcomes

Organisational Stakeholders

1. Efficient Work Practices

- Conducts analysis of proposed land use and investment appraisal.
- Duties related to property valuation, property tax administration, or property tax policy
- Undertakes real estate market analysis and develop reports.
- Prepares quality project technical reports for submission to SM and EM.
- Undertakes the specific tasks that are applicable to Land Economist & Policy analyst.
- Undertakes activities to support land valuations, real estate projects appraisals, market analysis of the real estate projects.
- Develops and manages good and effective relationships with the clients and other stakeholders.
- Undertakes activities to develop program and capacity building programs.

2. Legal Compliance

- Consult with relevant stakeholder(s) for obtaining of recent comparable sales for basis of valuation, and also in lease negotiation matters.
- Standard valuation practices and enforcements is driven by incumbent, to ensure the provision of valuation advice and information is accurate, transparent and to a high quality.
- Represent TLTB and guide legal team on legal cases and present evidence as an expert witness.

3. Leadership & Management

- Development, coaching and mentoring of staff.
- Allocation of resources is reviewed and coordinated.

4. Continuous Learning

- Continuous learning and development of own skills and knowledge base is ensured.
- Train and supervise trainee valuers and estate officers who are working towards getting valuation registration.

5. TLTB image and value standards demonstrated at all times.

- An efficient, safe, healthy, motivated and environmentally-aware workforce
- Effective utilization of resources including teamwork
- Work cooperatively with all managers

Responsibilities - Key Competencies

Competence	Description
Business	
Risk Management	Analyse and manage risk.
Planning	Deliver results by developing, reviewing or following a work plan, action plan or operational plan.
Systems and Procedures	Develop and/or apply procedures to assist the organisation achieve its goals.
Information Analysis	Make informed decisions by collecting and interpreting data and information
Documentation	Communicate using formal business writing.
Customer	
Customer Commitment	Demonstrate a commitment to customer service - both internal and external customers.
Commercial Focus	Optimize the commercial viability of the organisation.
Quality Focus	Deliver quality.
People	
Team Orientation	Work in a team towards a common aim.

Competence	Description
Problem Solving	Develop practical solutions to a situation.
Professional	
Technical Strength	Demonstrate knowledge of a specialist discipline.
Compliance	Comply with relevant laws and the policies and procedures of the organisation.
Financial Application	Apply financial principles and practices.
Technology Application	Apply technology.

Qualifications

Qualification	Discipline	Notes
Preferred		
Degree	Land Economics	or related discipline from a recognized university [Discipline field]

Work Knowledge and Experience

Must be a registered with the Institution of Valuers or related profession

Should have a least 7 years overall experience in real estate management, market analysis of the real estate projects in major mixed land use development projects, land market analytics and estates.

Extensive knowledge of real property appraisal fundamentals and procedures and techniques to estimations of market value of vacant and improved properties.

Should demonstrate experience in mixed land use developments.

Excellent technical writing skills (mandatory).

Experience in preparing project reports, and/or publications.

Excellent English language skills (mandatory).

Local and Regional experience

Proficient in use of computer software (Tableau, MS Word, MS Excel, MS PowerPoint, etc) to produce professional looking documents of international standards

Able to work with multidisciplinary multicultural teams

Able to deliver work within tight deadlines and handle heavier work pressure near deadlines.

Requirements

Language Proficiency

Excellent command of English

Professional Associations

Member of the Fiji Institute of Valuers

Regulatory Compliance Requirements

Driver's License

Registered Valuer

Other Required Requirements

No other required items found.

Interactions

Type	Interaction	Comments
Internal		
	Area Managers	
	Employees	
	Management Team	
External		
	City and Town Councils	
	General Public	
	Regulators	
	Stakeholders	

Attributes

Behavioural Styles

Detail oriented	Attends to the small elements of a task/activity, ensuring completeness and accuracy.
Integrity	Adherence to moral and ethical principles; soundness of moral character; honesty.
Punctuality	Completes a required task or fulfills an obligation before or at a previously designated time
Reliable	Is able to be trusted to do what is expected or has been promised, puts in a great amount of effort believing in the value of work.

Interpersonal Styles

Customer/Client Focused	Focused on client and customer satisfaction and ensuring high levels of service are maintained at all times
Forthright	Speaks out frankly without hesitation, showing a direct manner.
Realistic	Shows concern for facts and reality, rejecting the impractical.

Thinking Styles

Analytic	Able to separate things into their constituent elements in order to study or examine them, draw conclusions, or solve problems.
Disciplined / Systematic	Is controlled in conduct, shows an orderly pattern of behaviour, following a methodical and thorough approach
Well organised	Controls tasks in a well thought out and critical manner.

How To Apply

Apply Online Through HRmonise

Contact for Enquiries

Contact Name: Seruwaia Bolatini

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Further Contact Information: 3312733

Closing Date: 07 Oct 2022