



<http://elconstructgroup.com/jobs/permits-licenses-specialist/>

Permits and Licenses Specialist

Description

The Permits & Licenses Specialist is responsible for coordinating and managing land acquisition processes, securing necessary permits and licenses for development projects, and ensuring regulatory compliance. This role requires in-depth knowledge of real estate law, land-use regulations, and project management to facilitate smooth transactions and approvals for new and ongoing projects.

Responsibilities

- Identify, research, and evaluate potential land acquisition opportunities.
- Negotiate land purchase agreements, leases, and easements with property owners, ensuring terms align with company objectives.
- Work with legal teams to ensure land acquisition contracts are accurate and in compliance with all applicable laws.
- Perform due diligence, including title searches, zoning, and environmental impact assessments.
- Proficiency in Microsoft Office applications and real estate software.

Qualifications

Education:

- Bachelor's degree in Real Estate, Law, Urban Planning, Environmental Science, or related field.
- Advanced degrees or certifications (e.g., in land-use planning, real estate law) are a plus.

Experience: Minimum 3 years of experience in land acquisition, permitting, or licensing, preferably in [industry, e.g., real estate development, energy, construction].

- Strong understanding of land-use laws, environmental regulations, and property rights.

Project Coordination & Compliance:

- Coordinate with internal teams (e.g., legal, construction, engineering) to ensure timely land acquisition and permitting for project deadlines.
- Monitor and track the status of land acquisition, permits, and licenses, ensuring timely renewals and updates as needed.
- Maintain comprehensive records of all acquisition, permit, and licensing documents.
- Ensure compliance with all applicable laws and regulations related to land acquisition, development, and operation.

Stakeholder Management:

- Engage and maintain strong relationships with local community groups, governmental bodies, and regulatory agencies.

Hiring Organization

EL Construction and Development Inc.

Employment Type

Full-time

Schedule

8 hour shift

Day shift

Monday to Friday

Date Posted

October 9, 2024

- Handle negotiations with landowners and governmental authorities to address potential conflicts or issues related to land acquisition or permitting.

Reporting:

- Prepare regular reports and updates on land acquisition status, permit applications, and licenses to senior management.
- Analyze and present potential risks, mitigation strategies, and recommendations for project improvements.

Experience:

- Recruiting: 1 year (Preferred)

Language:

- English (Preferred) in necessary permits, licenses, and approvals from local, state, and federal regulatory bodies.
- Manage relationships with government agencies, consultants, and other relevant authorities to expedite approval processes.
- Ensure compliance with zoning, environmental, and construction-related regulations.
- Prepare and submit permit applications, including environmental, construction, and utility permits.

Job Benefits

- Additional leave
- Health insurance

Supplemental Pay:

- 13th month salary