

STATE OF HAWAII
DEPARTMENT OF HAWAIIAN HOME LANDS

VACANCY ANNOUNCEMENT
(Recruitment No. 23-008)

Opening Date: February 17, 2023

Closing Date: Continuous until Filled

HHL Property Development Agent

Land Management Division
Exempt from Civil Service

This vacancy will be filled by an exempt (non-civil service) At-Will Appointment
\$5,712/month, State benefits apply

DUTIES SUMMARY:

This position is responsible for performing specialized work in the planning, development, and marketing of certain parcels of Hawaiian Home Lands for commercial, industrial, and other business uses for revenue generating activities for the department.

MINIMUM QUALIFICATION REQUIREMENTS:

Education:

Graduation from an accredited four (4) year college or university with a bachelor's degree.

Specialized Experience:

Four and one-half (4-1/2) years of progressively responsible professional work experience in commercial land management or commercial land development which demonstrated knowledge of Hawaii Land laws, real estate laws and terminology, the real property appraisal process, various types of land titles and legal instruments affecting land transactions; and the ability to gather and analyze land transaction data; prepare reports of findings, including conclusions and recommendations, and meet and deal effectively with others.

Substitutions Allowed:

A Master's degree from an accredited university in real estate, property management, appraising, land management, or a closely related major, may be substituted for one (1) year of the Specialized Experience.

To Be Eligible:

Applicants must be U.S. citizens or authorized to work in the U.S. and meet the minimum qualification requirements as stated above.

To Apply:

Submit completed State of Hawaii Application for Non-Civil Service Appointment; resume; cover letter; and copies of all required licenses, certificates, and diplomas/degrees to the DHHL Human Resources Office, 91-5420 Kapolei Parkway, Kapolei, Hawaii 96707. Applications emailed, hand-carried or sent via the U.S. Mail must be postmarked by the filing deadline noted above (if applicable). Application and accompanying materials become the property of the DHHL. As needed, applicants should make copies of their resumes before submittal to the DHHL. Call 620-9538 for more information.