

Real Estate Professional

NSI Consulting & Development is seeking a qualified professional with real property experience for ultimate placement in client's Novi, Michigan offices.

Duties

- Review and map property descriptions
- Prepare documentation and paperwork including licenses, easements, permits and deeds as necessary in conjunction with assigned projects
- Review survey drawings and legal descriptions for accuracy and consistency
- Interact with client personnel for project planning and progress.
- Interact with Railroad personnel in order to process compatible use requests, crossings, occupations, licenses, permits, flagmen, etc.

Required

- College degree
- GIS background
- Document preparation experience in Microsoft Word and Excel and/or Google Docs and Sheets

Preferred

- Experience reading and plotting metes-and-bounds legal descriptions
- Experience with Public Land Survey System descriptions as well as Private Claim land descriptions
- Familiarity with easements and utility rights of way would be ideal

About NSI: Founded in 1988, NSI Consulting & Development, Inc., provides innovative solutions for our clients in the fields of real estate, asset management, and business consulting. Our principal business is to provide top-level real estate professionals and attorneys who carry out real estate assignments on behalf of large corporations in the United States.

Please email Theresa Grindlay your resume at resumes@nsi-consulting.com if you are interested in this position.