

# Turkey Jobs Expertini®

## UABOS Turkey LN: Real Property Specialist

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Company: KBR

Location: Sarıçam

Category: other-general

### **Title:**

UABOS Turkey LN: Real Property Specialist

### **Program Summary**

KBR supports the operational needs of U.S. armed forces at Morón Air Base in Spain and several bases in Turkey. Our services ensure smooth operations, allowing Air Force and government personnel to focus on their missions. We provide program management, civil engineering, morale, welfare, and recreation support, among other essential services.

Awarded by the Air Force Installation Contracting Center, our contract spans a five-year base period with three one-year options, reflecting our commitment to excellence and operational support.

### **Job Summary**

Join our team as a Real Property Specialist in Incirlik, Turkey, where you'll provide real property management to the U.S. Air Force. In this role, you'll advise on Civil Engineer (CE) responsibilities concerning real property acquisition, accounting, reporting, facility use, and disposals with consideration of our allied partners. We require exceptional time management skills and a proven track record of maintaining professional customer relationships, ensuring effective communication to update leadership and customers on project status. At KBR, we're committed to solving challenges and driving progress in the engineering field. Join our team and be part of innovative projects where you can make a difference and advance your career.

### **Roles and Responsibilities**

Inspect newly constructed and renovated facilities to ensure property values are properly identified.

Perform periodic physical inventories of all real property under the control and custody of the installation.

Reconcile installation real property records with appropriate agencies and tenants on an annual basis.

Accomplish annual facility boundary inspections and reports.

Provide management of off-base lease arrangements, including market surveys and documentation required for lease agreements and lease payments.

Coordinate with Turkish Air Force for new facilities and facility disposals.

Ensure complete and accurate transactions are accomplished for real property physical and electronic records.

Provide accurate, complete, and timely reports to Air Force Headquarters offices.

Become an expert on USAF Real Property regulations & advise management on various property related matters as they arise.

Skills in using computer hardware and software including Microsoft Outlook/Word/Excel/Project/Power Point/etc.

Possess knowledge of industrial and office work conditions.

Good interpersonal and communication skills; must be a team player.

### **Basic Qualifications**

Bachelor's degree in a relevant field

Fluent in Reading, Writing, Speaking and Comprehending English (Level 3)

Have a minimum "B" class driver's license

All male candidates must have completed military service

Should have experience in conducting site visits and field observations

## **Preferred Qualifications**

Experience with U.S. Air Force's ACES/NexGen IT Program

Minimum 3 years' experience in building inventories and surveys

Proven experience as a Real Property Specialist

Performed other duties/Administrative duties

Familiarity with host nation and USAF regulations and U.S. Government contract practices and standards

Safety related experience (OSHA and or Turkish Safety Laws)

## **KBR Benefits**

KBR offers a selection of competitive lifestyle benefits which could include 401K plan with company match, medical, dental, vision, life insurance, AD&D, flexible spending account, disability, paid time off, or flexible work schedule. We support career advancement through professional training and development.

## **Inclusion and Diversity at KBR**

At KBR, we are passionate about our people, sustainability, and our Zero Harm culture. These inform all that we do and are at the heart of our commitment to, and ongoing journey toward being a more inclusive and diverse company. That commitment is central to our team of team's philosophy and fosters an environment of real collaboration across cultures and locations. Our individual differences and perspectives bring enhanced value to our teams and help us develop solutions for the most challenging problems. We understand that by embracing those differences and working together, we are more innovative, more resilient.

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