

Cultivate Your Career



ASSESSOR II PERMANENT FULL TIME

Organization	City of St. Albert
Website	www.stalbert.ca
Department	Assessment (Financial & Strategic Services)
Compensation	\$91,317 – \$112,389 per annum
Closing Date	May 20, 2024
Competition #	24/97

OPPORTUNITY

As Alberta's 'Botanical Arts City', St. Albert is a community renowned for its botanical arts, its commitment to a green lifestyle and the cultivation of activities that provide for a well-rounded quality of life. Our employees provide over 70,000 residents with high-quality programs and services and are proud to contribute to making St. Albert among Canada's best places to live.

The City of St. Albert has an exciting opportunity for an experienced, dynamic, and progressive-thinking Assessor II. Reporting to the Manager of Assessment Services, The Assessor II position will collect and maintain assessment data. You will also be responsible for the valuation and defence of various property inventories assigned by the assessment Manager and the commercial team lead while adhering to municipal and provincial legislation. The Assessor II will also maintain accurate and transparent assessment records to aid in communication with public stakeholders.

Key responsibilities of this position include:

- preparing land and building assessments for designated properties in accordance with statutory requirements;
- researching and confirming market data information through sales validation, property inspections and communication with other stakeholders and professionals;
- presenting and explaining all property assessments through inquiries from the public, ratepayers, staff and other professionals;
- preparing and presenting formal defenses of assessments before the Assessment Review Board.

QUALIFICATIONS

- Degree in Appraisal and/or Assessment.
- A Diploma in Urban Land Economics or with an Appraisal and Assessment focus or will be considered.
- A minimum of 5 years of assessment and appraisal experience is required, preferably working with the three approaches to value.
- AMAA Accreditation is preferred. AACI or CEA designation is acceptable.

- Membership in the Alberta Assessors' Association is required.
- Proficient user of the Microsoft Office Suite, Internet, CAMAlot, Marshall & Swift.
- High technological aptitude.
- Ability to demonstrate specialized knowledge of related assessment and municipal legislation, construction methods and techniques, real estate market economic and related trends and statistical techniques.
- Strong interpersonal skills in a collaborative team environment.

HOURS OF WORK

We offer a compressed bi-weekly work schedule of 72 hours, Monday - Friday, 8:00 – 5:00, with a biweekly regular day off (RDO).

CONDITIONS OF EMPLOYMENT

The successful applicant will be required to obtain a satisfactory police information check.

The successful candidate will be required to provide proof of educational and professional credentials.

A valid Class 5 Drivers License and a personal vehicle for work use are required.

COMPENSATION

\$91,317 – \$112,389 per annum. In addition, the successful applicant will participate in the City's comprehensive benefits plan.

Candidates not meeting the full qualifications may be considered for a development opportunity at a lower classification and salary.

CLOSING DATE

May 20, 2024

Applicants are invited to submit their cover letter and resume via the City of St. Albert employment website www.stalbert.ca/employment

We appreciate all applicants' interest and effort in applying for this position. However, we will contact only candidates selected for interviews.