



# EMPLOYMENT OPPORTUNITIES

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## **CITY ASSESSOR Competition #2014-083**

The City of Prince Albert is located in the broad valley of the North Saskatchewan River near the geographic centre of the province of Saskatchewan where the agricultural prairie of the south and the rich forest belt of the north meet. Prince Albert is a major service centre and regional market area for 115,000+ people in central and northern Saskatchewan. The beauty of the area, a friendly environment, the large number of recreational facilities, excellent schools and post-secondary education institutions, as well as lakes and parks teamed with a diverse economy makes Prince Albert a prosperous community with a commitment to growth and a balanced quality lifestyle.

The City of Prince Albert has an opportunity available for a motivated individual to lead a group of professional assessment and taxation staff. As the City Assessor, you will be responsible for establishing and maintaining the assessment base of the City as well as the administration of the tax collection system. The ability to administer the application of mass appraisal techniques for the valuation of all property types is basic to success in this position as is the ability to interpret and apply property taxation legislation. As the senior property assessment and taxation specialist within the City you will be expected to communicate divisional process and policy to Council, senior administration and the general public in a clear and concise manner.

Under the general direction of Director of Financial Services, the successful candidate is responsible and accountable for effectively and efficiently managing the activities within the property assessment and taxation division of the Financial Services Department. The Division has eight employees and a budget of \$760,000. The City has over 13,000 assessed parcels with a 2011 market value of over \$3.7 billion.

### **Desired Qualifications:**

- University Degree or Diploma in Commerce, Business Administration, or a related field and an approved assessment or appraisal accreditation.
- 6-10 years of experience in municipal assessment including several years of experience in a managerial role within a unionized environment.
- Candidate must meet the current educational and experience requirements for accreditation under the Saskatchewan Assessment Appraisers' Association.
- Strong computer skills and excellent organizational and communication skills are essential. The successful candidate will possess the ability to function effectively within the City's team of service providers.

### **Salary Range:**

\$77,522 to \$104,103 per annum (2013 rates)

Qualified applicants are invited to submit a detailed resume outlining experience, education, and qualifications by **Friday, November 21<sup>st</sup>, 2014.**



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*The City of Prince Albert is committed to the principles of employment equity.  
We thank all applicants, however only candidates interviewed will be contacted.*