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## **Residential/ Non-Residential Assessor**

Accurate Assessment Group Ltd. is a growing Alberta-based company whose main focus is on municipal government services. We are seeking an addition to our Assessment team to assist us in managing our continuing growth and success.

The successful candidate must be a highly motivated and detail-oriented individual possessing knowledge of assessment principles, current mass appraisal techniques, real estate valuations, and building construction. Appropriate applicants must be willing to travel on a regular basis, willing to learn, and able to work in an open, fast-paced, team environment. The qualified candidate will be involved in performing inspections and valuations for a combination of Residential, Non-Residential (Commercial), and Industrial property types.

Primary responsibilities of this position include:

- Inspecting new and existing buildings for the purpose of collecting property information.
- Performing property assessments to estimate property market values.
- Interpreting building/ site plans and permits.
- Entering and maintaining property data in CAMALot.
- Attending municipal Open Houses and handling inquiries from ratepayers.

Required qualifications for this position include:

- Strong communication and analytical skills.
- Excellent organizational and time management skills.
- Post-secondary education in the field of Appraisal and/ or Assessment.
- High proficiency in various software products including: CAMALot and Microsoft Office (Word, Excel, Access).
- Class 5 Driver's License (abstract required).
- Familiarity with Assessment Shared Services Environment (ASSET).
- Familiarity with popular statistical methods and processes.

Applicants who are interested in obtaining or are currently seeking their Accredited Municipal Assessors Designation (A.M.A.A) are also encouraged to apply.

This is a junior to intermediate full-time permanent position. Accurate Assessment Group offers a very flexible compensation package with benefits. Salary will be based upon a combination of education, experience, and qualifications.

Interested applicants are to submit their resume by either e-mail to [jobs@aag-gis.com](mailto:jobs@aag-gis.com) or fax to (780) 417-8714 with "Junior/ Intermediate Assessor" in the subject line.

Closing date for submissions is October 3, 2008. Only candidates selected for interviews will be contacted.

Visit our website at [www.aag-gis.com](http://www.aag-gis.com)