



Mountain View
C O U N T Y

Employment Posting

1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada TOM OW0
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www.mountainviewcounty.com

Senior Assessor (Assessor III) – Assessment Services
IN26-2010 - Closing Noon Friday May 28, 2010
Full Time Position – estimated 35 hour work week

The Position

Are you looking for a new challenge in your work life? Do you want an affordable, active lifestyle in a safe and caring community? Then we invite you to take advantage of this unique opportunity.

Building Rural Better

Situated where the stunning foothills of the Rocky Mountains meet the fertile plains of the Canadian West, Mountain View County is located in the heart of Alberta's Calgary- Edmonton corridor. Natural beauty, country living, outstanding recreation opportunities, and great educational options make Mountain View County an ideal location. Please refer to our website at www.mountainviewcounty.com for more information.

The Position

As the Senior Assessor you will supervise a team of assessors; coordinating and assisting with the delivery, administration and annual valuation of properties within the County. Oversees and carry out valuation of all industrial, commercial and residential properties in the County and the assessment of all mobile homes and the maintenance and updating of related records and notices. Carry out re-inspections and investigation and resolution of complaints regarding assessment; will represent the County at Assessment Review Board and Municipal Government Board hearings; responds to queries and complaints from ratepayers, organizations, groups and other County departments.

The Candidate

- Completion of Grade 12 or GED equivalent and Accredited Municipal Assessor of Alberta designation is desired; a combination of education and experience may be considered;
- Five to seven (5-7) years of progressively responsible and hands-on assessment experience, preferably in a rural municipal environment;
- Proficient working knowledge of computers with demonstrated ability to create and manipulate electronic files and folders, databases. Familiarity with the Bellamy System, CAMAlot (CAMA) software, and valuation software services;
- Thorough understanding of mass appraisal and application of cost, direct sales comparison and income approaches to value, Alberta Property Assessment and Tax Legislation;
- Ability to communicate effectively using courtesy, tact and discretion in dealing with requests, complaints and clarification of information; strong interpersonal, verbal and written, communication skills. With the ability to work with the public and staff at all levels with the County with minimal supervision in a multiple task environment.

Submissions will be received until **Friday May 28, 2010 Noon**. All applications are to be marked “**confidential**” and will be received in confidence. Submit resumes, **Attention Human Resources**, in one of the following ways:

- Email to hr@mountainviewcounty.com
- Fax to (403)335-9207
- Mail to Mountain View County. PO Bag 100, Didsbury, AB TOM OW0

Note: Qualified candidates may be interviewed prior to the closing date.

For a detailed Job Description please contact Human Resources directly at 403-335-3311 ext 194 or email your request to hr@mountainviewcounty.com - We appreciate the interest of all candidates; however only those considered for an interview will be contacted.

Mountain View County is an equal opportunity employer.