



# County of Lethbridge

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<b>Position Title:</b>	<b>Assistant Assessor</b>
<b>Posting Date:</b>	June 23, 2010
<b>Closing Date:</b>	July 23, 2010
<b>Position Summary:</b>	This position is responsible for assisting in the appraisal of County lands and buildings for taxation revenue purposes. This function must ensure conformance to statutory requirements, standards, regulations, County Policies and objectives.
<b>Main Duties:</b>	<ol style="list-style-type: none"><li>1. Appraisal of County lands and buildings.</li><li>2. Develop approaches/solutions to special assessment problems.</li><li>3. Ensure properties are valued in accordance with applicable legislation for property tax purposes.</li></ol>
<b>Qualifications:</b>	<ul style="list-style-type: none"><li>• Diploma in Property Assessment or Appraisal related field from an accredited post-secondary institution.</li><li>• Possess or be working towards an AMAA designation.</li><li>• Experience in the appraisal of property for taxation purposes would be considered an asset.</li><li>• Excellent personal/interpersonal skills.</li><li>• Strong planning, organizational and analytical skills.</li><li>• Excellent written and verbal communication skills.</li></ul>
<b>Contact:</b>	<p>For further information on this opportunity please contact Caylee Carpenter, Human Resources, at (403) 380-1595.</p> <p>To apply, forward a cover letter and resume referencing "Assistant Assessor" to:</p> <p>County of Lethbridge Attn: Human Resources #100, 905 – 4<sup>th</sup> Avenue South Lethbridge, Alberta T1J 4E4 E-mail: <a href="mailto:ccarpenter@lethcounty.ca">ccarpenter@lethcounty.ca</a></p> <p>All applicants are thanked for their interest, however only those being considered will be contacted.</p>