



Assessor

The City of Swift Current is looking for a qualified Assessor to join our Assessment Services team. The Assessor contributes to the City's operations by applying a depth of expertise and knowledge in commercial and residential property assessments, ensuring accurate valuations and supporting efficient municipal operations.

This position is responsible for determining market value assessment of all properties within the boundary of the City of Swift Current by utilizing any and all of the three (3) approaches to value. This position provides research and analysis of sales, income data, and/or cost data to develop models to determine property assessment values. The Assessor also provides support to the revaluation process.

Knowledge, Skills and Abilities

- Knowledge of appraisal principles, including the three (3) approaches to value.
- Familiarity with quadrennial revaluation processes and requirements.
- Knowledge of municipal, provincial and federal legislation and regulations related to property assessment.
- Awareness of internal controls, policies, and procedures to help maintain compliance and safeguard information.
- Knowledge of core property assessment functions and municipal taxation processes.
- Strong oral, written and presentation communication skills.
- Excellent organizational and time management abilities.
- Strong interpersonal skills, with the ability to build and maintain effective relationships with internal and external stakeholders.
- Ability to work collaboratively and contribute positively to a team environment.
- Strong analytical and problem-solving skills.
- Proficiency with computer applications, including Microsoft Office 365, Assessment Office, Statistical Package for the Social Sciences (SPSS), and related software.
- Ability to maintain confidentiality and act professionally in all situations.
- Proven ability to remain calm, adaptable and effective when handling challenges or stressful situations.

Required Qualifications

- Certified Assessment Evaluator (CAE) designation or Accredited Appraiser Canadian Institute (AACI) designation is required.
- Municipal Assessment Appraiser of Saskatchewan (MASS) designation or Licensed Accredited Assessment Appraiser (LAAS) designation.

- Minimum of five (5) years of directly related assessment experience.
- A valid class 5 driver's license and satisfactory Criminal Record Check are required upon hire.

Desired Qualifications

- Experience in a municipal government.

This is a permanent, full-time, out-of-scope position. The City of Swift Current offers a competitive compensation package, including a full employee benefit package and pension plan.

To apply, please submit a cover letter, resume, and three employment references by 4:30 p.m. on Wednesday, December 10, 2025, to:

Human Resources
City of Swift Current
P.O. Box 340
Swift Current, SK S9H 3W1
Email: recruitment@swiftcurrent.ca

A review of applications will commence on Wednesday, November 26, 2025. **Early submissions are encouraged.**

***We wish to thank all candidates who apply,
however only those selected for interviews will be contacted.***