



Job Information

Job Title: Advisor-Assessment and Property Tax Policy

Job Requisition ID: 69830

Ministry: Municipal Affairs

Location: Edmonton

Permanent/Temporary: Permanent

Closing Date: May 8, 2025

Salary: \$2,757.39 to \$3,604.17 bi-weekly (\$71,967.88 - \$ 94,068.84/year)

Role Responsibilities

Are you a person who is creative, curious, and analytical; has an agile mindset; and works well in teams with diverse skillsets? Do you enjoy interpreting legislation and policy and doing the data analysis? If so, we have an opportunity for you.

Currently, we have two positions available in our Assessment Program Delivery team, in the Assessment and Property Tax Policy Branch.

Reporting to the Manager of Assessment Program Delivery, you will deliver specialized policy advice to assessment and property tax stakeholders.

On a typical day you will:

- Learn something new, be immersed in interesting topics and problems to solve, and be relied upon to contribute your expertise.
- Provide support and advice to property owners, assessment and industry professionals, and municipal officials on a variety of property assessment and taxation issues.
- Research, analyze, and report on the assessment and property tax system, including assessment and tax policies in other jurisdictions.
- Develop analysis that reflects the impacts of proposed changes on the property assessment and taxes of property owners and municipalities.
- Monitor, identify, research and analyze trends using a wide variety of information to determine emerging issues.
- Prepare briefings articulating activities or trends around related issues and recommend options for action and response.
- Ensure all information and advice given to assessment stakeholders is consistent, appropriate and conforms to government policy, the Municipal Government Act and related regulations.

Qualifications

University graduation in a related field (Business, Public Planning, Economics, Law, engineering) plus 4 years progressively responsible related experience; OR Professional accreditation (which on minimum takes 4 years to complete) through the Alberta Assessors' Association (Accredited Municipal Assessor of Alberta (AMAA)), the Appraisal Institute of Canada (Accredited Appraiser Institute of Canada (AACI)), or the International Association of Assessing Officers (Certified Assessment Evaluator (CAE)).

Equivalency: Related experience or education (e.g., related diploma) may be considered as an equivalency on a one-for-one basis.

For more details on eligibility and how to apply, visit: <https://jobpostings.alberta.ca/job/Edmonton-Advisor-Assessment-and-Property-Tax-Policy/591538717/>