



ROCKY VIEW COUNTY

Senior Assessor

Job Number: # J0222-0576

Job Type: Permanent Full-Time

Location: Rocky View County, Alberta

Number of Positions: 1

Salary: \$92,536 - \$108,730 / Year

Rocky View County is committed to providing our employees a respectful and stable work environment, unique benefits that promote work/life balance, and opportunities for professional learning and personal growth. We seek individuals who thrive on challenge and will contribute their positive energy, innovation, and service mindset to making a difference and contributing meaningfully to the vibrant community of 40,000 people who call Rocky View County home.

Position Summary:

Reporting to the Lead and overseen by the Manager, Assessment Services, the Senior Assessor assists in establishing and maintaining the assessment and taxation base for all real property in Rocky View County. This position involves coordinating, developing and monitoring work plans and strategies to comply with legislative requirements and successfully accomplish goals and objectives.

The Senior Assessor assists the Manager in monitoring and ensuring quality control and reviewing processes and procedures. They record and analyze progress on audit and equalization requirements, special projects and the effects of proposed regulatory, legislative and technical changes impacting the department.

Core Accountabilities:

- Communicates with stakeholders, including residential and farm property owners, commercial and industrial property owners, property tax agents, and other industry and government officials, in a variety of situations (open house, telephone inquiries, and field inspections).
- Interprets provincial legislation and applies it to the factors, principles, practices, and procedures used in the assessment of land and improvements on all property classes.
- Develops and fosters positive relationships within the organization.
- Represents the County with professionalism and integrity at the Assessment Review Board.
- Coaches and assists Assessors in case preparation and presentation defending assessed values before the Assessment Review Board.
- Determines property attributes and applies those judgments to determine market values for assessment and taxation purposes.
- Analyses the three approaches to value (sales comparison, income and cost approach) and selects the best valuation approach for final value conclusions.
- Analyses, researches and verifies market transactions to support values for assessment/appraisal purposes.

- Interprets all types of construction blueprints, plans and cost summaries and determines how they contribute to the value of the property.
- Collects data through field inspections in order to update and classify inventory for all property classes following procedures and legislation in order to maintain an accurate and equitable assessment base.
- Prepares special reports and participates in team reviews of complex administrative, legislative, and technical or valuation issues. This includes ongoing procedural reviews to constantly identify best business practices.
- Performs computer aided mass appraisal functions ranging from (CAMALot and Marshall Swift), a building permit system (Cityview) and a geographical information system (ArcMap, GISmo).
- Performs other duties and special projects as assigned.

Position Requirements:

Completion of a degree or diploma in a related field along with a minimum of eight (8) years' experience in the property valuation field with at least five (5) years of mass appraisal related experience.

- Accreditation as a Municipal Assessor of Alberta, possessing the AMAA designation is preferred.
- Accreditation in site specific appraisal or mass appraisal through the Appraisal Institute of Canada – AACI or CRA designation; or through the International Association of Assessing Officers – CAE or RES designation or equivalencies.
- Completion of the Certificate in Real Property Assessment Program offered through the University of British Columbia. Equivalencies will be considered.
- Where necessary, has met all ongoing requirements for professional association re-certification.
- Well-developed communication and interpretation skills with the ability to work independently and collaboratively in a multi-disciplinary team.
- Skilled in conflict resolution, time management, problem solving and decision making. Ability to perform independent physical site inspections on all property types, including gathering of property data, utilizing sound judgment and appropriate safety standards.
- Able to effectively apply varied technical knowledge and innovative solutions to solve complex assessment issues.
- Flexibility to adapt to meet critical deadlines and frequently changing work situations.
- Knowledgeable of current market conditions and current legislation pertaining to assessment.
- Proficient in MS Office suite.
- Possess a valid class 5 driver's license.

Interested applicants are invited to apply direct to <https://www.rockyview.ca/careers>.
Applications are due by 10 pm MST on the closing date.

We thank all applicants for their interest; however only those selected for interviews will be contacted.