

## **Industrial Property Assessors (Multiple positions)**

Program Services 4

**Alberta Municipal Affairs, various locations.** The Government of Alberta is committed to a diverse and inclusive public service that reflects the population we serve to best meet the needs of Albertans. Consider joining a team where diversity, inclusion and innovation are valued and supported. For more information on diversity and inclusion, please visit <https://www.alberta.ca/diversity-inclusion-policy.aspx>

The Assessment Services Branch (ASB) develops assessment standards and guidelines, and audits municipal property assessments to ensure that each municipality prepares its property assessments according to provincial legislation. It leads the development of assessments and property tax policy for the province and supports the system in place for associated complaint and appeals. Another major function of ASB is assessing designated industrial properties in the province (e.g. oil/gas wells and equipment, large industrial plants, small industrial sites; pipelines, electric power generation and power lines, and telecommunication systems.)

We are an organization that promotes career development and encourages continuous learning and we offer a healthy work-life-balance approach in a challenging and interesting work environment.

Role

"Unity is strength... when there is teamwork and collaboration, wonderful things can be achieved." ~  
Mattie Stepanek

Municipal Affairs is looking for individuals to join our team to assist in the assessment process for designated industrial (DI) property. Recent changes to legislation have expanded the assessment function of ASB with the creation of a new class of property called designated industrial (DI) property (e.g., linear properties, oil/gas wells equipment, compressor stations, gas plants, and heavy oil extraction plants). This legislative change transfers the responsibility for the assessment function of those properties to the Provincial Assessor in Municipal Affairs. In order to accommodate these legislative changes, a number of exciting career opportunities exists in the branch.

- The Centralized Industrial Property Assessment (CIPA) unit is responsible for the assessment of all designated industrial properties in the Province, other than linear property. The Major Plants team works with DI properties assessed using cost renditions while the Industrial Sites team has the responsibility of assessing all non-linear designated industrial property (machinery and equipment, buildings and structures, and land) across the province that are assessed using ministerial rates.
- The Linear and Data Management Unit (LADM) has the responsibility of assessing all linear designated industrial property, as well as management of assessment data, systems and processes Linear property includes wells, pipelines, telecommunication, electrical power systems and railway.

As an Industrial Property Assessor, you will be responsible for:

- Assist in the preparation of the designated industrial property assessment roll and notices.
- Assist in the development of the annual Request for Information (RFI).
- Communicate and develop a working relationship with all property owners and/or their representative to improve the annual reporting through the RFI process.

- Provide assistance in the preparation of complex data analysis for the preparation of the designated industrial property assessment as well as inspections of property sites.
- Provide assistance in the defending designated industrial property assessments complaints before the Municipal Government Board (MGB) on behalf of the provincial assessor.
- Assist in reporting impact analyses for implementation of the accepted and proposed definitions as well as the annual updated rates for the Assessment and Property Tax Policy (APTP) Unit.
- Assist in the preparation of education and information seminars on the assessment and taxation of designated industrial property.
- Assist in the preparation of action requests, briefing notes and other documentation as required.
- Exercising judgement when gathering internal and external data and then converting the data into meaningful information and reports in support of designated industrial property assessment.

Successful candidates will be joining a highly specialized team to ensure that assessments for all designated industrial properties are completed with accuracy and integrity. Your knowledge and understanding of assessment and taxation issues with DI property and their stakeholder groups is essential. Strong analytical and strategic thinking skills will ensure your success in meeting the challenges of this position. Excellent verbal and written communication skills as well as strong interpersonal skills will aid in maintaining positive relationship with staff and clients.

The successful candidate for each position will have to demonstrate the following competencies:

- Creative problem solving
- Systems thinking
- Drive for results
- Build collaborative environments

Come join our team so we can achieve wonderful things together. Apply today!

**Salary: \$2,775.64 - \$3,638.48 bi-weekly. Closing Date: Posting will be open until all positions filled. Job ID #1052971**

**Qualifications:** Please note only applications with cover letters will be considered.

A related post secondary degree in a related field (e.g.; commerce; real property appraisal and assessment;) plus a minimum of four years related experience working in assessment environment is required. Candidates who have an understanding of industrial property taxation gained through other avenues such as cost estimation, industrial property management or tax agency will be considered. Experience with the application of the Municipal Government Act (MGA) and related regulations and experience working in municipal administration is an asset. Experience working in regulated property assessment and/or industrial experience (oil, gas, electric power system/generation, and telecommunications) is preferred. Project management experience is also considered an asset.

Equivalencies will be considered. Directly related education or experience considered on the basis of:

- 1 year of education for 1 year of experience; or
- 1 year of experience for 1 year of education.

Chartered Professional Accountant (CPA) designation is desirable for the Major Plant team. Designations including Accredited Municipal Assessor of Alberta (AMAA) from the Alberta Assessor's Association; accredited Appraiser, Canadian Institute (AACI) from the Appraisal Institute of Canada; Certified Assessment Evaluator (CAE) from the International Association of Assessing Officers is desirable for all industrial assessors.

Competencies are the foundation for our talent management programs, including hiring decisions. We encourage you to find out more about the Alberta Public Service Competency Model by following the links below and have an in depth understanding of the competencies required for these opportunities by following the links below:

- <http://www.psc.alberta.ca/learning/apscompetencies/aps-competency-model.pdf>
- <http://www.psc.alberta.ca/learning/apscompetencies/apscomp-self-assessment-questionnaire.pdf>
- <http://www.psc.alberta.ca/Practitioners/?file=learning/apscompetencies/titlepage&cf=9>

It is essential to be prepared to demonstrate the required competencies throughout the recruitment process.

#### Notes

- Significant travel across the province including overnight stays is mandatory. Valid class 5 driver's licence is required.
- This competition may be used to fill current and future vacancies across government at the same classification.

#### What we offer:

- Comprehensive benefits plan: <http://www.chr.alberta.ca/employees/DocList122.cfm>
- Pension plan: <http://www.pspp.ca/>
- Leadership and mentorship programs
- Professional learning and development
- Positive workplace culture and work-life balance

ONLINE APPLICATIONS THROUGH MYAGENT ARE PREFERRED via [www.jobs.alberta.ca](http://www.jobs.alberta.ca). A cover letter is required. Please ensure that you include contact information including email address on your resume. If you apply online, please address your cover letter and resume to Human Resources. Note: As only one file can be uploaded, please ensure your cover letter, resume, and any other related documents are submitted in one file. Applicants who apply online will be able to track the status of this competition.

If you are unable to apply online, please submit your cover letter and resume, quoting the Job ID, to: Alberta Municipal Affairs, Human Resource Services, 18th floor, Commerce Place, 10155 - 102 Street, Edmonton, Alberta T5J 4L4. You may also submit your cover letter and resume through Fax: 780/422-0214 or email: [mahracs@gov.ab.ca](mailto:mahracs@gov.ab.ca).

It is recommended that applicants who have obtained educational credentials from outside of Canada and have not had them previously assessed, obtain an evaluation of their credentials from the International Qualifications Assessment Service (IQAS) -

<http://work.alberta.ca/Immigration/assessment-for-employment-education-or-licensure.html>

It is recommended that applicants include the assessment certificate from IQAS or any other educational assessment service as part of their application.

Position Profile

<https://www.alberta.ca/jobs/pprofile/pp1052971.htm>

We thank all candidates for their interest. All applications will be reviewed to determine which candidates' education and experience best meets the needs of the position. Only individuals selected for interviews will be contacted.

[www.jobs.alberta.ca](http://www.jobs.alberta.ca)