



## **Job Details:**

### **Senior Consultant, Property Tax**

- Job ID #: R0002711
- Functional Area: Property Tax Advisory
- Business Unit: Altus Expert Services
- Division: Property Tax
- Location: Toronto, ON, CAN
- Position Type: Full-Time Regular

### **The Opportunity**

Altus Group is currently hiring a Senior Consultant for our Property Tax division in Toronto. The Senior Consultant will be responsible for providing a variety of property assessment and tax consulting services for all types of projects to new and existing clients with very limited review. The Senior Consultant will also assist Directors and Sr. Directors with more complex projects and partner with other business units to explore synergy opportunities.

### **Key Responsibilities:**

- Provide a full range of property assessment and tax consulting services to new and existing clients with very limited review.
- Attend Assessment Tribunals to give expert evidence as required.
- Continuously upgrade knowledge regarding market and industry trends, property assessment and taxation practices and procedures and legislation.
- Manage client relationships in a matter that leads to contract renewal, referrals and service expansion including up-sells and cross-sells.
- Maintain ongoing client communication and resolve issues expeditiously. Escalate issues to next level of management as appropriate.
- Ensure data collected as part of ongoing assignments as entered accurately into the Company database in a timely fashion
- Work to develop strategies to effectively manage client relationships and to explore additional opportunities for all Altus business units.
- Prepare and deliver high impact client presentations and well-reasoned comprehensive property reports with recommendations.
- Conduct regular follow-up meetings and project debriefs with clients to ensure high levels of satisfaction and to identify areas for continuous improvement as well as additional services required.
- Actively participate in the Business Units marketing initiatives and proactively inform Directors and Sr. Directors of potential new assignments or marketing leads.

### **Position Requirements:**

- University degree or college diploma in business, math, finance or economics; or related experience in property tax.
- 5-10 years of related experience in property assessment and taxation.
- Appropriate designation with the Institute of Municipal Assessors, a Provincial Assessment Association, the Appraisal Institute of Canada or a similar recognized real estate association.
- Excellent knowledge of property assessment practices, policies and procedures, along with legislative requirements.

- Excellent communication skills – interpersonal, written & oral presentation.
- Focused on delivering high levels of quality with respect to work and service to clients (internal and external).
- Excellent research, quantitative and analytical skills.
- Ability to meet tight deadlines.
- Proficiency in Microsoft Office Suite.
- Ability to work in a team and independently.
- Ability to coach, mentor and train junior staff.
- Multi-dimensional understanding of the real estate consulting and advisory industry.

### **Who we are**

Altus Group is a leading provider of independent advisory services, software and data solutions to the global commercial real estate industry. Our businesses, Altus Analytics and Altus Expert Services, reflect decades of experience, a range of expertise and technology-enabled capabilities. Our solutions empower clients to analyze, gain market insight and recognize value on their real estate investments. Headquartered in Canada, we have approximately 2,500 employees around the world, with operations in North America, Europe and Asia Pacific.

We are at the center of what drives the real estate industry and continue to break ground every day with innovative solutions and best practices that touch every aspect of the real estate life cycle.

### **Need any more reasons to join Altus?**

In 2005, we started with 400 employees and have grown exponentially to over 2,500 around the globe today. Altus Group employees don't see boundaries, they see opportunity. They deliver results for our clients and our company and are recognized and rewarded for the value they create. This is an opportunity to work on multiple projects that encompass many industries, geographic reach, and high profile design.

At Altus, we want you to realize your potential. We value collaboration and knowledge sharing of best practices. We support professional growth and we actively seek out ideas. This is the place to present the newest research, to introduce the coolest tech, and see it come to fruition and be applied. Your work will make a difference.

Altus Group isn't just about the amazing work we do. We work hard to create a dynamic company culture that reflects the values of our employees and what motivates them individually and as a team:

**Altus Cares** - We are always seeking ways to give back to our communities, and support causes important to our employees. We are actively involved in local charity work and we believe in laying the groundwork for a more prosperous future. Our personal highlight is our involvement with Ronald McDonald house in four different countries where we volunteer every September as a company.

**Education** - We believe our employees represent the best this industry has to offer and we want to reflect their commitment to education and continued learning.

At Altus Group, we are proud to say that many of our teams are comprised of members who have been here five years or longer. We think that speaks volumes about our atmosphere and our people.

### **Opportunity awaits - come realize your potential at Altus Group!**

**Apply Today!** Visit us at our Altus Group careers website and apply with your cover letter and resume at Job Requisition R0002711 [here](#).