

## **Manager, Property Tax Recovery - Real Estate and Construction**

**Job Location:** Vancouver, BC (or any MNP office located in BC)

**Status:** Full Time

**How to apply:** Please visit the Experienced Careers section on [www.mnp.ca](http://www.mnp.ca); Position ID: 2018-3803

**Closing Date:** Position is available until a successful candidate is found.

### **DIFFERENT BY DESIGN**

At MNP we pride ourselves on being different – it's our entrepreneurial drive that sets us apart. It's the same drive that's helped us become Canada's fastest growing national firm. We foster collaboration, value your ideas, promote based on talent, live balanced lifestyles and make time for FUN. We are one firm, one team, collaborating to support you wherever you want to take your career.

Join the momentum. We are seeking a Manager for our growing Property Tax Recovery Services – Real Estate and Construction team. Building a stronger foundation for real estate and construction companies, MNP is a leading national accounting, tax and business consulting firm for the real estate and construction sector. Our specialists are actively involved with boards, committees and government organizations to stay on top of changing industry forces and emerging trends. We provide clients with insight and solutions related to the preeminent challenges real estate and construction businesses face, as well as guidance to help our clients make informed decisions that will put their company ahead of the competition.

### **RESPONSIBILITIES AND QUALIFICATIONS**

#### **Performance Expectations**

- Determine real estate values using various appraisal methods
- Liaise with municipalities, real estate brokers, developers, landlords and tenants to ensure information is collected that will assist in the annual determination of real estate values
- Execute audit procedures to assess if clients are being fairly assessed
- Develops research skills and becomes familiar with standard valuation methodologies and/or taxation principles
- Being up to date on the latest real estate news impacting real estate
- Assisting with client reporting and preparation of valuation reports to Boards and municipalities
- Present and answer questions before the Assessment Review Board
- Proficient with Microsoft Suite and internal databases
- Deliver clear and well-written deliverables, communicating issues and rationales with practical recommendations for value conclusions
- Contribute to the development of new ideas and approaches to improve work processes
- Liaise and correspond professionally with clients, colleagues and the firm leadership team
- Develop, coach, and train team members towards professional and personal development
- Conduct formal, written annual performance reviews
- Promote regular attendance, balanced lifestyle and high standard of team wellness
- Attend internal MNP courses to further develop accounting and assurance knowledge
- Some travel may be required

#### **Credentials**

- A degree in Commerce, Real Estate, Economics or Law
- Beneficial to have a Real Property Assessment Certificate
- Five (5) or more years of related experience is required
- Relevant presentation and debate experience
- Strong technical skills in valuations and a proven track record in business and client service are required
- Ability to work both independently and with a team

- High degree of personal initiative, maturity, adaptable and able to work with minimal supervision
- Detail oriented, timely with deliverables
- Possess strong communication, interpersonal and analytical skills

### **Core Competencies and Personal Characteristics**

- **Integrity** – professional whose honesty, integrity, confidentiality and high ethical standards contributes to effective leadership and optimal business relationships
- **Energy** – displays enthusiasm, optimism, drive and passion while maintaining a high level of productivity and a balanced lifestyle
- **Diversity** – understands the importance of different backgrounds, perspectives and experiences and is respectful of individual differences
- **Communication** – effectively expresses ideas and conveys information in business writing, conversations and interactions with others
- **Client Service Excellence** – understands the importance of quality client service by being courteous, responding to client requests in a timely manner and monitoring satisfaction
- **Teamwork & Relationship Development** – works collaboratively with team members in order to achieve a common goal and develops, maintains and strengthens relationships with others, both inside and outside the Firm
- **Accountability** – takes responsibility for one's own performance by setting clear goals and tracking progress against those goals; is highly organized and uses personal judgement and decision making
- **Flexibility** – effectively manages multiple assignments, adapts to changing priorities and is able to work independently or as part of a team
- **Research & Analysis** – questions inconsistencies in information and generates workable solutions by analyzing, gathering and organizing relevant information
- **Accuracy** – pays close attention to detail and ensures work and information are complete and thorough
- **Initiative** – highly motivated self-starter who takes initiative with minimal supervision

### **TOTAL REWARDS**

MNP encourages a balanced lifestyle and offers benefits that suit the way our team members work and play! In addition to a competitive salary, our total rewards package includes paid personal days, wellness program initiatives, health and dental benefits, a group pension plan with matching contribution, firm sponsored social events and professional development assistance.

MNP proudly serves and responds to the needs of our clients in the public, private and not-for-profit sectors. Through partner-led engagements, we provide a collaborative, cost-effective approach to doing business, with innovative strategies to help organizations succeed across the country and around the world.