

PROPERTY TAX & APPRAISAL CONSULTANT - TORONTO

We are currently seeking an individual as an entry level Property Consultant to join our team in Toronto to assist in managing Property Tax Consulting and Appraisal assignments throughout Ontario.

Role Summary:

- Responsible for supporting senior consultants in providing a variety of property assessment and tax consulting services to new and existing clients
- Support the determination of real estate value estimates for a variety of commercial property types and development land for both appraisal and property tax assessment assignment
- Maintain ongoing client communication while resolving issues expeditiously
- Work to effectively support client relationships and conduct regular follow-up meetings and project debriefs with clients to ensure high levels of satisfaction
- Assist in preparing appraisal reports using the latest market information obtained from various internal / external sources
- Assist develop cash flow projections, costings and sales data to be used in the property tax assessment and appraisal process and reports

Required Competencies and Qualifications:

The successful candidate should possess

- An understanding of Ontario assessment systems
- University or College degree/diploma in a related discipline (Geography, Appraisal)
- Eligible to become (or already enrolled as) candidate member with the Appraisal Institute of Canada
- Related work is an asset
- Good research, quantitative and analytical skills
- Proficiency in Microsoft Office Suite – particularly Word and Excel
- Good communication skills – interpersonal, report writing
- Ability to work in a team and independently
- Knowledge of property valuation methodologies, techniques, and review practices

Why Work with Us

Work/life balance is the key to employee health, happiness and productivity. At Leyton, we offer generous vacation allowances, flexible work arrangements and a number of other benefits.

Here's what you can expect working here:

- Strong focus on learning and career growth
- Mentoring by senior designated members of both the Appraisal Institute of Canada and Assessment Institute
- Competitive compensation, benefits and bonus plans
- Define contribution pension plan
- Four weeks of vacation to start

Location Note:

Leyton Toronto office is located at: 1 University Avenue | Toronto, ON, M5J 2P1 | Canada

Job Types: Full-time, Permanent

Schedule:

- Monday to Friday

Contact

Please forward your CV to Patrick Tait: ptait@leyton.com