

**Service New Brunswick
Residential Assessor I or II
R85-2022/23-295
Open Competition
Permanent Full Time
Moncton**

Are you interested in the Real Estate or appraisal field? Do you want to join a team that will support your career development through education and hands-on experience? Are you looking for a flexible and dynamic work environment that allows you to travel in the province?

Whether you are a new Grad or an established professional, the opportunity to join the [Property Assessment Services Branch](#) might be what you are looking for!

Service New Brunswick is seeking an individual to join the Property Assessment Services Branch as a **bilingual (English and French) Residential Assessor I or II** in Moncton. As a member of the Property Assessment Services team, the successful candidate will be responsible for administering the *Assessment Act* and its regulations. The successful candidate will be responsible for:

- Inspecting and gathering data for residentially costed and unimproved property types
- Classifying properties and determining value apportionment
- Conducting residential land valuations including sales validations and preparation of land value maps
- Determining market factors for residential, farm and recreational properties and finalization of assessed values
- Conducting individual valuations of unimproved and improved residential, farm and recreational properties
- Undertaking requests for review inspections and preparing decisions for sign-off
- Preparing for and participating in appeal board hearings

Please ensure that you indicate the competition number R85-2022/23-295 when applying.

ESSENTIAL QUALIFICATIONS:

- A university degree in Business Administration or Commerce, or
- Another university degree, plus 1 year of related experience, or
- A College Diploma in a related field, plus 1 year of related experience

Subject to the response to this competition, an equivalent combination of education, training and experience may be considered.

Related experience can include but is not limited to work experience in the following sectors/fields:

- Customer Service; Construction; Banking; Real Estate; Accounting; Finance; Land Survey; Engineering.

Written and spoken competence in English and French is required. Please state your language capability.

Applicants must clearly demonstrate the essential qualifications to be given further consideration. **Please state your language capability on your application and ensure that preferred language for assessment is clearly identified.**

For an applicant to meet the Residential Assessor II classification, the following Educational Requirements are also necessary:

- NB Property Law Course / BUSI 112 / DTR 1904;
- BUSI 330 / GUI 3102;
- BUSI 400 / GUI 2103; and
- NB Assessment Course / BUSI 443

All candidates must provide written proof of education with their application in order to be considered for this competition.

Career development: If you have not completed the required courses, SNB is committed to supporting you in your academic journey. After completing the required courses and gaining practical experience, candidates identified as a Residential Assessor I have the opportunity develop to move up to a Residential Assessor II role.

OPERATIONAL REQUIREMENTS:

- Frequent travel within the region is required, therefore candidates must possess a valid New Brunswick driver's license and have their own means of transportation.
- Candidates will be required to undergo Criminal History Clearance prior to appointment.

SPECIAL/OPERATIONAL REQUIREMENTS: Successful completion of assessment-related courses as required annually by management.

BEHAVIOURAL COMPETENCIES: The successful candidate will possess the following behavioural competencies:

- Analytical Thinking/Judgment
- Client Service Orientation
- Commitment to Learning
- Effective Interactive Communication
- Information Seeking
- Integrity
- Results Orientation
- Self-Confidence

TECHNICAL COMPETENCIES: The successful candidate will possess the following technical competencies:

- Ability to use Office Technology, Software and Applications
- Knowledge of Applicable Legislation and the Corporation's Policies and Procedures
- Planning and Organizing Skills
- Records and Information Management
- Specialized Subject Matter Expertise and Knowledge

Résumés should be in chronological order specifying education and employment in months and years including part-time and full-time employment.

SALARY:

- **Residential Assessor I** – \$42, 510 - \$59,046 annually – Pay Group 3 - Technical Inspection, Laboratory and Medical
- **Residential Assessor II** – \$51,376 - \$64,532 annually – Pay Group 4 - Technical Inspection, Laboratory and Medical

We strongly encourage you to submit your application via the [online portal](#) by using the “Apply Online” button, to increase the efficiency and maintain a consistent candidate experience. Please ensure your application is complete by November 10, 2022 and indicate competition number R85-2022/23-295.

This competition may be used to fill future vacancies at the same level.

Service New Brunswick
Human Resources
850 Lincoln Rd
PO Box 1998
Fredericton, NB E3B 4Z7
Telephone: (506) 457-3580

We thank all those who apply however only those selected for further consideration will be contacted.

Candidates registered with the [Equal Employment Opportunity Program](#) and veterans, who demonstrate they are among the most qualified, shall be given preference at the time of appointment.

We promote a scent-reduced environment.
We are an Equal Opportunity Employer.

The New Brunswick Public Service: Improving the lives of New Brunswickers every day!