

Assessor

The City of Albion (pop. 9,144), Michigan is accepting applications for the position of Assessor. Salary range \$40,000-\$43,000 depending on qualifications. Bachelor's Degree in Business, Public Administration or related area is preferred. State of Michigan Level II Certification in Assessment Administration is required and Personal Property Examiner Certification is preferred. Three years of appraisal and assessment experience involving residential, commercial, industrial and personal property, with experience in property appraisal is desired.

This is a department head position that reports directly to the City Manager. The Assessor is responsible for the accurate maintenance and preparation of all assessment rolls, including ad valorem roll, industrial facilities exemption roll, TIFA and DDA roll; will ensure adherence to local and state regulations, laws and ordinances.

Submit resume, cover letter and application to Attn: Human Resources Coordinator, City of Albion, 112 W. Cass Street, Albion, MI 49224. Deadline for application is 5:00 p.m. October 25, 2007. Application and City information available at www.ci.albion.mi.us. EOE