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| **Organization**  Saskatchewan Assessment Management Agency  [www.sama.sk.ca](http://www.sama.sk.ca) | **Location**  Regina, SK | **Scope**  SGEU |
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**Appraiser, Regina Region**

**Our Organization:**

The Saskatchewan Assessment Management Agency (SAMA) is an independent agency with responsibility to the Province of Saskatchewan and local governments (municipalities). Provincial legislation mandates SAMA to develop and maintain the province’s assessment policies, standards and procedures; audit assessments, and review and confirm municipal assessment rolls; and provide property valuation services to local governments (municipalities).

**Position Overview:**

The successful candidate will join SAMA’s Assessment Services Division in this full-time, permanent position. Reporting to the Regional Manager and as a member of the Regina Assessment Team, the Appraiser’s responsibilities include but are not limited to:

* Collecting and verifying assessment valuation and sales data through physical inspection of property and interviews with property owners;
* Applying mass appraisal principles and procedures to determine values of residential, commercial, and industrial properties;
* Inputting and processing collected valuation data into the Agency’s mass appraisal computer system;
* Researching and responding to enquiries from the general public and government officials.

**Required Qualifications:**

To be considered for this position, applicants must either possess formal assessment education, a university degree or a post-secondary diploma from a recognized institution. Applicants must have excellent public relations and communication skills, as well as the ability to exercise good judgement to make sound decisions. Intermediate level of proficiency with Microsoft Office applications (e.g. Word, Excel, Outlook) and a valid class five (5) driver’s licence are position requirements.

Both a cover letter and resume will be used in the screening process.

Candidates under consideration may be required to participate in a numeracy, mathematical, and/or computer proficiency assessment to determine position suitability.

For external candidates, employment with the Saskatchewan Assessment Management Agency is contingent upon the successful completion of a criminal record check.

**Benefits:**

SAMA offers an attractive benefits package focusing on work/life balance. Benefits include vacation leave and Earned Days Off, pension plan, medical, dental, and vision coverage, as well as professional development and continuous training opportunities.

**Closing Date:** May 27, 2022

**Competition #:** 22-ASD22

**Salary:** $2,042 - $3,040 bi-weekly

**How to Apply:**

If this career opportunity appeals to you, please visit the Careers section of our website at <https://www.sama.sk.ca/careers> and complete our online application process.