



WHITE LAKE TOWNSHIP

JOB POSTING

ASSESSOR

White Lake Township is accepting applications for a certified MAAO level 3 professional Assessor. This is a full-time position.

The township assessor performs or oversees all work associated with the preparation of and the accounting for the Charter Township of White Lake property tax rolls. Work includes reviewing appraisal schedules and making recommendations. The Assessor analyses property sales within the Township to determine property values and determine adjustments. This position supervises the assessing support staff and residential property appraisers. This position also manages multiple special assessment districts and is responsible for lot splits.

Requirements include a MAAO (Michigan Advanced Assessing Officer) level 3 certification and a minimum of five (5) years of experience in property appraisal work. A Bachelor's degree in Public Administration, Business, Accounting or a related field is preferred. This position requires the ability to be self-directed and the ability to manage and meet multiple deadlines. The Township Assessor works closely with other departments and must possess strong communication skills and leadership experience.

The salary range for this position is \$83,372 - \$96,094 with a comprehensive benefit plan including BCBS medical, life insurance and dental and vision plans, a flexible spending plan, an Employee Assistance Program and deferred compensation plans. There is also pension plan and generous paid time off including 14 paid holidays.

To apply for the position, please submit cover letter, resume and completed job application to White Lake Township Attn: Human Resources 7525 Highland Rd. White Lake, MI 48383. Applications and a complete job description can be found on the White Lake Township website at www.whitelaketwp.com Applications are due by April 5th, 2022.

White Lake is an equal opportunity employer – M/F/D/V.