

Bourne Director of Assessing

The Town of Bourne (population 20,384) seeks qualified applicants for the position of Director of Assessing. Under the general direction of the Finance Director and the policy direction of the Board of Assessors, the director is responsible for administrative, technical and supervisory work related to the valuation and re-evaluation of all residential, industrial and commercial real estate and personal property within the town.

Qualifications

Duties require knowledge of appraisal laws, regulations, techniques and management skills equivalent to a bachelor's degree in public administration, business or finance, and five to seven years of progressively responsible experience. Must possess state certification of Massachusetts Accredited Assessor (MAA). Experience with coastal property valuation, pk Assessment System and SoftRight software a plus.

Compensation

This position is subject to the terms and conditions of the Town of Bourne Policies. This position is for thirty-five (35) hours per week. The Director of Assessing is a member of the Bourne Employees Association (BEA). The Town of Bourne recognizes the Bourne Employees Association as the exclusive representative and bargaining agent for the Director of Assessing as well as other position outlined in the contract. The Director of Assessing position is rated as a Grade 27, Step A, currently \$77,746 annually.

Apply

Send a cover letter and a resume to: eflemming@townofbourne.com. Position is open until filled.

See full job description at <https://www.townofbourne.com/home/pages/employment-opportunities>

The Town of Bourne is an Equal Opportunity Employer