

Manitoba Government

Job Opportunities

District Supervisor

AS6 Assessment Officer 6

Regular/full-time

Municipal and Northern Relations/Property Assessment Services, Municipal Assessment and Advisory Services

Advertisement Number: 42391

Salary(s): AS6 \$72,532.00 - \$91,747.00 per year

Closing Date: February 26, 2024

The Manitoba government recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages and perspectives drives a high standard of service and innovation. The Manitoba government supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities).

Employment Equity is a factor in selection for this competition. Consideration will be given to women, Indigenous people, visible minorities and persons with disabilities.

Candidates who do not meet all essential criteria may be considered on an underfill basis at a commensurate rate of pay.

An eligibility list may be established to fill similar regular and term positions throughout the Province, and if established will remain in effect until exhausted.

Introduction

The Department of Municipal and Northern Relations is looking for a qualified and highly motivated individual to fill the position of District Supervisor (AS6) in Minnedosa MB. The Department of Municipal and Northern Relations works with municipal partners to build strong and healthy communities. This includes building municipal capacity, supporting and improving delivery of property assessment services to all stakeholders, and strengthening collaboration and shared solutions with municipalities.

The Manitoba Government has a comprehensive benefit package which includes extended health care, health spending account, dental care, vision care, long term disability insurance, group life insurance, maternity/paternity leave, family related leave, and a defined pension plan (some pension plans allow for portability between the Civil Service Superannuation Board and employers). The Department may provide support for any additional certifications and training required for this position.

Conditions of Employment:

- Must be legally entitled to work in Canada
- Must be able to work overtime, as required.
- Must be able to travel by ground and air in Manitoba, including overnight stays.
- Must possess and maintain a valid full stage Manitoba Class 5 Driver's license.
- Must be able to provide and maintain a satisfactory Criminal Record Check (CRC).

Qualifications:

Essential

- Completion of post-secondary education program in property assessment or degree/diploma in related field such as real estate valuation, agriculture, business administration/finance, and or municipal government. Other equivalent combinations of related education, training and extensive experience may be considered.
- Extensive supervisory experience conducting training, leading, coaching, mentoring and performance management.
- Demonstrated leadership skills with the ability to manage and develop diverse teams, lead organizational change and inspire workplace culture.
- Demonstrated understanding of the relationships between property assessment and taxation; and between assessment and municipal functions .
- Excellent verbal communication skills to effectively brief and update senior leadership.
- Exceptional interpersonal skills to establish and maintain relationships with staff, clients, internal and external stakeholders.
- Effective problem solving, analytical and decision making skills to resolve conflicts, and to develop solutions.
- Excellent organizational and time management skills to prioritize competing demands.
- Excellent written communication skills to effectively communicate information in writing to various audiences with different technical and professional backgrounds.
- Strong proficiency in Microsoft Office Suite including Excel.
- Strong political acumen to manage confidential, controversial or politically sensitive material and situations in an appropriate manner.

Desired:

- An Accredited Assessor as certified by the Association of Assessment Officers of Manitoba (AAOM) or equivalent accrediting body. A combination of equivalent education, property valuation and property assessment experience may be considered.
- Experience conducting property assessment (including property inspection, assessing value and property classification) and reassessment functions in the Province of Manitoba.
- Experience in interpretation and application of legislation, regulations and policies.

Duties:

The District Supervisor is accountable for all aspects in the operation of the District Office associated in the delivery of assessment services to municipalities and ratepayers. The incumbent will ensure consistent assessment practices are used throughout the Province in cooperation with the Valuation Coordinators, the District Operations and Innovation Coordinator, and Provincial Municipal Assessor; and will provide assessment and property information services to other government departments having an interest in property. The District

Supervisor is responsible for training, coaching and managing the performance of their team. In addition, this role may assess individual properties and/or participate in re-assessment functions.

Apply Now:

Advertisement # 42391
Talent Acquisition
Human Resource Services
600-259 Portage Avenue
Winnipeg, MB, R3B 2A9
Phone: 204-945-7518
Fax: 204-945-0601
Email: govjobs@gov.mb.ca

WHEN APPLYING TO THIS POSITION, PLEASE INDICATE THE ADVERTISEMENT NUMBER AND POSITION TITLE IN THE SUBJECT LINE AND/OR BODY OF YOUR EMAIL.

To be considered for this position, a cover letter and resume must be submitted.

Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process. When applying to this position, please indicate the advertisement number and position title in the subject line and/or body of your email. Your cover letter, resumé and/or application must clearly indicate how you meet the qualifications.

Please be advised that job competitions for represented positions may be grieved by internal represented applicants. Should a selection grievance be filed, information from the competition file will be provided to the grievor's representative. Personal information irrelevant to the grievance and other information protected under legislation will be redacted.

We thank all who apply and advise that only those selected for further consideration will be contacted.

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Any personal information provided including employment equity declarations will be used for employment and/or statistical purposes and is protected by The Freedom of Information and Protection of Privacy Act.

Alternate formats available upon request