

INTERNAL POSITION POSTING

Director of Assessing

The Town of Sudbury seeks qualified applicants for the position of Director of Assessing to perform complex administrative, supervisory, and professional work in assessing real and personal property, in planning, managing and directing the activities of the Assessing Department, and in assisting the Board of Assessors in setting an equitable tax base; all other related work as required. The Director of Assessing is responsible for maintaining and improving upon the efficiency and effectiveness of all areas under his/her direction and control.

Position requires a bachelor's degree with courses in business, real estate, or related field; three years of experience in real estate appraisal, preferably for purposes of municipal tax valuation; or any equivalent combination of education and experience. Massachusetts Accredited Assessor Certification required.

Excellent verbal and written communication skills, as well as aptitude for working with numbers and details are vital. Salary range is \$67,611 to \$70,263; excellent benefits. Send letter of interest and resume to HR Director, 278 Old Sudbury Road, Sudbury, MA 01776 or by e-mail to bilodeaum@sudbury.ma.us. Resumes accepted until July 12th, 2013. AA/EOE