

TOWN OF POMFRET SEEKS QUALIFIED CANDIDATES FOR PART-TIME ASSESSOR

The Town of Pomfret seeks to hire a part time Assessor for 9.5 hours/week. The Assessor oversees all of the activities and statutory functions handled by the Assessor's Office. Work involves the extensive collection and analysis of data involved in the inspection, valuing, and assessment of all real estate and personal property within the Town for the purposes of preparing and maintaining the Grand List.

Thorough knowledge of state assessment statutes, modern methods of assessment, including industrial and commercial properties and proficiency with specialized software programs.

Position requires: Bachelor's degree in business administration, accounting, or a closely related field from an accredited institution or 4 years of relevant work experience; Possession of a CCMA II is preferred. CCMA I is acceptable with willingness to earn II.

Position reports directly to the First Selectman. Salary commensurate with experience. Submit letter of interest, application, and 3 letters of reference to: Selectmen's Office, 5 Haven Road, Pomfret Center, CT 06259. Application deadline: October 17, 2019 EOE/AA