

## **Assessor Town of Brunswick**

The Town of Brunswick seeks an outstanding candidate to fill the position of Assessor. This is a highly responsible department head position, and a member of the Town's senior management team. Reporting to the Town Manager; this position manages two staff members.

This position is responsible for supervising and conducting the appraisal and assessment of real and personal property for tax purposes and developing the methods and procedures for administrating the assessing program; all in accordance with Maine State Statutes. The Assessor will perform a variety of complex and technical work in the appraisal of commercial, residential and personal property. Candidates should review the complete position description in detail for the essential functions and requirements of this highly responsible role.

Interested applicants will hold the knowledge of public or business administration (or a related field) equivalent to completion of a 4-year college degree and at least two (2) years of related experience. The candidate may also hold the equivalent combination of education and experience that allows for the effective performance of the position requirements. Certification as a Certified Maine Assessor is required.

The salary range for this position is \$74,375 to \$95,625 and will be negotiated depending on experience. The Town of Brunswick offers an excellent benefit package including options for health, dental and/or life insurances; short-term disability, retirement plan choices, educational reimbursement, paid vacations, sick time and paid holidays.

An employment application is available, along with the position description, from the Town Manager's Office, 85 Union Street, Brunswick. Materials are also available online and can be found at [www.brunswickme.org](http://www.brunswickme.org) under Human Resources. A Town of Brunswick application form is required and should be returned with a cover letter and resume to the Town Manager's office. ***This position will remain open until filled so we urge you to apply at your earliest opportunity.***

***The Town of Brunswick is an Equal Opportunity Employer***