



TOWN OF DURHAM  
15 NEWMARKET ROAD  
DURHAM, NH 03824-2898  
Tel: 603/868-5571  
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## **Municipal Assessor**

The Town of Durham, New Hampshire is seeking a qualified candidate for the position of Assessor, knowledgeable of New Hampshire statutes pertaining to tax assessing. The qualified individual will be responsible for all facets of the assessing function including, but not limited to, the valuation of 2400+ parcels; review/inspection of building permits, subdivisions, tax maps, exemptions, tax credits, current use, timber tax, abatement requests & reports, statistical updates, coordinating or performing full revaluations, compliance with all NH Department of Revenue assessing regulations; CAMA system Maintenance; preparation of MS-1, ratio study, and property tax commitment. Candidates should have 3 – 5 years experience in municipal property assessment as well as proficiency with CAMA systems. B.S. preferred. Candidate should hold a New Hampshire's Assessor's Certification and be organized, articulate, and possess strong writing skills. Full time salary range \$47,000 – 78,600 depending upon qualifications and experience, or prorated on part-time basis. The community is presently evaluating whether to fill the position with a full time or part-time employee, or to contract out this function, or some combination of the two.

The Town of Durham has partnered with the Town of Lee, New Hampshire over the course of the last two years in providing shared assessing services to the two communities through an Intermunicipal Agreement. As an integral part of this announcement, the Town of Durham and the Town of Lee may discuss with qualified individuals the possibility of providing shared assessing services to both communities. The Town of Durham utilizes Vision 6th Edition appraisal software and the Town of Lee uses Avitar software.

Forward resume and cover letter by August 28, 2009 to: Business Manager, Town of Durham, 15 Newmarket Road, Durham, NH 03824 referencing Assessor's position or email to [gjablonski@ci.durham.nh.us](mailto:gjablonski@ci.durham.nh.us).

The Town of Durham is an Equal Opportunity Employer.