

# Supervisor of Property Intelligence

**Department: Assessment & Taxation**

**Designated Work Location:** 457 Main Street with Hybrid with designated work location

**Position Type:** Permanent, Full-time

**Salary:** \$3,013.10-\$4,047.21 bi-weekly

**Posting No:** 124867

**Closing Date:** September 19, 2024

Providing a wide range of services to over half of all Manitobans, The City of Winnipeg is one of the largest employers in Manitoba. We provide a comprehensive range of benefits and career opportunities to our employees. These include competitive salaries, employer-paid benefits, dental and vision care, pension plans, and maternity/parental leave programs. Additionally, we offer education, training, and staff development opportunities to ensure that our employees are equipped with the necessary skills to advance in their careers.

Our Benefits web page provides detailed information about the benefits we offer, and we encourage you to visit it for further information at [City of Winnipeg Benefits](#). We take pride in fostering a [respectful](#), [diverse](#), safe, and healthy workplace where our employees can thrive and achieve their full potential.

Flexible work arrangements, which may include flexible hours, remote work, or a hybrid of remote work may be available; subject to review and approval. Please note that Employees who are approved to work remotely are responsible for and must demonstrate that they are available to return to their Designated Work Location and/or other work location to attend meetings or attend other tasks that occur in person.

The City is committed to attracting and retaining a diverse skilled workforce that is representative and reflective of the community we serve. Applications are encouraged from equity groups that have been and continue to be underrepresented at the City; Indigenous Peoples, Women, Racialized Peoples, Persons with Disabilities, 2SLGBTQQIA+ Peoples and Newcomers are encouraged to self-declare.

Requests for Reasonable Accommodation will be accepted during the hiring process.

Preference to internal applicants may be applied.

## **Job Profile**

Under the general direction of the Manager of Data and Strategic Support Services, the Supervisor of Property Intelligence plans, organizes and controls the day-to-day operations of the area and will draw on leadership, technical expertise, and statistical methods to help identify, monitor, govern, and address Department challenges and opportunities in mass appraisal process.

This includes the establishment of values, using industry standard Computer Assisted Mass Appraisal (CAMA) techniques and state of the art statistical, spatial and geostatistical analysis. To ensure compliance with mass appraisal practice direction and guidelines. To manage the development and maintenance of data requirements, valuation and reporting functionality to

promote an evidence-based, investigative culture across the organization by advising, consulting, and educating users within corporate valuation systems.

To provide leadership within Data and strategic Support branch. As a member of the Department Management Team, is responsible for bringing forward area issues to the attention of the Team and Manager of Data and Strategic Supports Services.

**As the *Supervisor of Property Intelligence*, you will:**

- Provides direct supervision, direction and performance management to employees
- Support the production of the annual City of Winnipeg Assessment Roll and reporting
- Develop and advise business areas on ways to strengthen their data quality and its applicability in business planning, operations, research, and ensure data complies to regulatory laws.
- Initiate and conduct continuous training, research & development, and technical support.
- Advise the department in data management to improve data and statistical literacy related to assessment valuations, and adoption of appropriate technologies to problem solve and create insights for decision-making.

**Your education and qualifications include:**

1. Completion of post-secondary education (university degree or college diploma) in a related field.
2. A professional assessment/appraisal designation (AAOM, MIMA, CAE, AACI) in good standing would be preferred.
3. Must have six (6) years of prior related work.
4. Previous supervisory experience including knowledge in general supervisory HR functions, such as labour relations, performance management, attendance management.
5. Experience in statistical analysis including multiple regression analysis, geostatistical spatial analysis, and proficiency in statistical and spatial software programs.
6. Effective research, analytical and problem-solving skills to develop sound recommendations for changes to present policies and procedures and to resolve technical issues.
7. Knowledge in statistical programming languages (R, Python, etc.), at least one general programming or scripting language (Java, C, C++, etc.), databases including SQL and NoSQL.
8. Strong customer service orientation to maximize relationships with key internal stakeholders and external stakeholders as required.
9. Ability to exercise good judgement in dealing with conflict management.
10. Demonstrated ability to establish and maintain effective professional and working relationships.
11. Advanced communication skills both written and verbal, multi-tasking and time management.
12. Ability to conduct presentations and/or training in large groups of internal and external stakeholders.
13. Knowledge of property valuation terminology, valuation theory, CAMA systems and appraisal procedures would be an asset.
14. Knowledge of market and economic factors affecting property values, and a comprehensive understanding of the principles of the cost, income and direct comparison approaches to value would be an asset.

**\*IMPORTANT:** Applicants who have been educated outside of Canada must have education which is comparable to the minimum qualification in Canada. Applicants submitting foreign credentials require an official academic assessment report issued by a recognized [Canadian assessment service](https://canalliance.org/en/) <https://canalliance.org/en/> at application.

**Conditions of employment:**

- The successful candidate must maintain legal eligibility to work in Canada. If the successful candidate possesses a work permit, it is their responsibility to ensure the permit remains valid.
- A Police Information Check satisfactory to the employer will be required from the successful candidate, at their expense. To obtain Police Information Check information please visit [www.winnipeg.ca/police](http://www.winnipeg.ca/police).

**APPLY ONLINE, including all documentation listed below:**

1. Current resume (**Required**).
2. Cover letter
3. Applications submitted without REQUIRED documentation will not be considered.

**\*Your application documents must clearly indicate how you meet the qualifications of the position.\***

Online applications can be submitted at <http://www.winnipeg.ca/hr/>. For instructions on how to apply and how to attach required documents please refer to our FAQ's or contact 311.

**Hours of Work: Monday to Friday 8:30-4:30**

**Employee Group: WAPSO, Grade 4**

**Position Reports To: Manager of Data & Strategic Support Services**

**Only candidates selected for interviews will be contacted.**