

EMPLOYMENT OPPORTUNITY

County Equalization Director

Montmorency County seeks applications for the position of County Equalization Director.

Centered in Northeast Lower Michigan, Montmorency County is nestled between Alpena County to the east and Otsego County to the west. The County Seat is Atlanta, Michigan; Lewiston and Hillman are the other two principal communities within our boundaries. Our County is chiefly rural in nature where light industry, retail sales, agriculture, tourism and recreation are important components of our economy.

The ideal candidate will have earned Level-III Certification in Assessment Administration for the State of Michigan, and will have a thorough knowledge of the practices and procedures of a Michigan county equalization department. Consideration will be given to Level-II candidates who are close to completing their Level-III certification.

Under the general direction of the Board of Commissioners, the Equalization Director shall follow state guidelines and mandates. Applicants will have a working knowledge of parcel assessment & property-study procedures, current Michigan tax law, the Headlee Amendment, and all statutory requirements. A minimum of 3-years progressively responsible experience is sought for this position / 5-years is preferred.

The successful candidate will be expected to address stakeholder concerns; strong interpersonal skills are considered a plus.

Compensation: Salary - DOQ / E.
Excellent benefit package.

Interested applicants should submit a detailed resume including references to:

The Montmorency County Board of Commissioners

Montmorency County Courthouse
12265 M-32, P.O. Box 789
Atlanta, MI 49709

Application deadline: 4:00 P.M., October 31, 2008.

Montmorency County is an Equal Opportunity Employer.

Roger D. Frye, Chairman
Montmorency County Board of Commissioners