



Municipal Assessment Agency  
St. John's | Gander | Corner Brook |  
Phone: 1-877-777-2807  
www.maa.ca

## Aerial Data Analyst

Internal Opportunity / 1 Temporary & 1 Permanent Position

The Municipal Assessment Agency is required to provide municipalities with real property values (or assessments) in accordance with the terms and conditions of the province's *Assessment Act, 2006*. We are responsible for providing a fair and effective property assessment service to over 233 municipalities within Newfoundland & Labrador.

**Location:** Any Regional Office

### Why join the Municipal Assessment Agency?

The Municipal Assessment Agency is committed to providing employees with training and overall professional growth. We provide great rewards including, but not limited to, comprehensive health benefits, flexible working arrangements, leave benefits, a continuous learning environment, employee & family assistance program, and challenging work.

### The Role:

Reporting to the Director of Corporate Services, the successful candidate will conduct reviews of client parcels in association with the real property valuation process. Duties typically include comparing current data with oblique and ortho aerial imagery and identifying any property changes, completing all data entry tasks with documenting changes made to parcels, flagging parcels that require further review for field inspections, and reporting any errors in GIS data to the GIS Coordinator.

### Key Responsibilities:

- Review and inspect real property data using aerial imagery
- Identify renovations completed on a dwelling and calculate the effective age of the dwelling
- Identify new decks, outbuildings, additions, and other changes to a property
- Update database information on any parcel that requires change
- Review data for properties with no visible changes to ensure accuracy
- Complete property sketches within the CAMA system and ensure that measurements are correct on existing sketches
- Identify, flag and remove properties for field review
- Identify properties requiring a field visit due to obstructed vision, extensive renovations or unclear ownership
- Ensure that GIS data is correct and report any errors to the GIS Coordinator

**Screening Criteria:**

- High School Diploma supplemented by related training and/or post-secondary education in real property appraisal/assessment, GIS or related field (equivalencies may be considered)
- Experience in the real estate, construction or valuation field
- Experience with computer applications including MS Office and other related software
- Experience interpreting aerial imagery (asset)
- Experience with GIS and surveying (asset)

**Assessment Criteria:**

- Knowledge of real property valuation and building construction
- Knowledge of aerial imagery
- Ability to communicate effectively
- Data analysis skills
- Ability to record information accurately
- Ability to work in a team
- Attention to detail
- Proficiency with property appraisal databases/systems (asset)
- Proficiency of geographic information systems (asset)

**Salary:** **Under Classification Review**

CG-27 (\$46,373.60 - \$51,287.60 annually) based on thirty-five (35) hours per week.

**Closing Date:** **October 25, 2024**

Applications, quoting reference **MAA.ADA.15.2024**, must be submitted to [careers@maa.ca](mailto:careers@maa.ca).

**Applicant Information:**

- For additional information on this job opportunity please contact the Hiring Manager at 709-330-0855.
- Disability related accommodations and alternate formats are available upon request.
- Applicants must be legally entitled to work in Canada.
- Applications that do not clearly demonstrate the required criteria will be screened-out.
- This competition may be used to fill similar vacancies with the Municipal Assessment Agency Inc.