

**Job Information**

Job Title: Case Manager-Assessment

Job Requisition ID: 72284

Ministry: Municipal Affairs

Location: Edmonton

Permanent/Temporary: Permanent

Closing Date: July 2, 2025

Salary: \$3,076.28 to \$4,053.05 bi-weekly (\$80,290 - \$ 105,783 /year)

Role Responsibilities

Reporting to the Director of Hearings and Training, the Case Manager, Assessment is responsible for advanced case management of complex appeals/complaints involving Designated Industrial Property, and occasionally the New Home Buyer Protection Act and Safety Codes.

The Case Manager is regarded as the provincial expert with a specialization to ensure timely, independent, quasi-judicial adjudications are conducted in accordance with all applicable legislation, principles of administrative law and natural justice.

The Case Manager is expected to act independently in the majority of activities and also as part of an interdisciplinary team and directly with tribunal members and legal counsel.

Are you seeking an opportunity to work in a quasi-judicial environment and to be an integral part of our team on behalf of Albertans? We would be pleased to review your application.

Qualifications

University graduation in a related field (real property assessment, property valuation/appraisal, business administration, public administration, law, etc.) plus 6 years progressively responsible related experience. A master's degree, and/or accreditation as an Accredited Municipal Assessor of Alberta or as an appraiser through the Appraisal Institute of Canada, Canadian National Association of Real Estate Appraisers, is preferred. Equivalencies will be considered.

For more details on eligibility and how to apply, visit: <https://jobpostings.alberta.ca/job/Edmonton-Case-Manager-Assessment/593283817/>