

## HELP WANTED

### Part-Time Assessor

The Town of Kent is looking for a part-time Assessor. Duties include: appraise and value all properties within the Town for the purpose and basis of collecting town, school, and county taxes. Prepare, certify and defend the annual Town Assessment Rolls. Bring the Assessment Rolls to 100% and maintain that level throughout the term. Manage the daily operations of the office. Notify the owners of the changes to assessed value of their property. Supply information to the public by responding to inquiries from taxpayers, appraisers, press, and others. Participate in judicial review and act on determination of judicial review.

Interested applicants must submit their resume and complete an application form and submit it to the Town Clerk's Office. Application may be obtained at Kent Town Hall, 25 Sybil's Crossing, Kent Lakes, NY 10512 or may be downloaded from [www.townofkentny.gov](http://www.townofkentny.gov). ***The Town of Kent is an Equal Opportunity Employer.***