

**TAX ASSESSOR** – TOWNSHIP OF DENNIS, Cape May County is seeking a part-time Certified Tax Assessor.

Hours required are 20 hrs. per week minimum, Monday thru Friday, between the hours of 8:30 AM to 4:00 P.M., which days will be mutually agreeable between the Township and Assessor.

The individual shall be responsible for the full range of duties associated with serving as Municipal Tax Assessor, including but not limited to the requisite field work, preparing and maintaining property record cards, ensuring tax maps are accurate and up to date, preparing annual assessment rolls, farmland assessment, added assessments, processing Senior Citizen & Veteran Deductions, preparing for and the defense of tax appeals at both the County Board of Taxation and State Tax Court.

The ideal candidate must possess a **current Certified Tax Assessor certificate** from the State of New Jersey, Division of Taxation. The candidate must also have strong organizational, computer skills, as well as solid oral and written communication skills.

Please send a copy of your resume, an informational cover letter along with salary requirements to the Township of Dennis, Jacqueline Justice, Township Clerk, PO Box 204, Dennisville, NJ 08214. Resumes must be postmarked on or before Monday, June 19, 2017. E/O/E