City Assessor

The City of Devils Lake is seeking to fill the position of City Assessor. The Assessor works under the direction of the City Commission performing all duties necessary for the assessment and equalization of property values within the City for the purpose of levying property taxes.

This position serves as department head of the Assessing Department and is responsible for performing a wide variety of assessing and administrative functions. Duties include (but are not limited to) assessing property within the city for accurate valuation for tax purposes, conducting analysis of property sales, maintaining and updating property records, and responding to property owner concerns. The successful applicant will be a skilled communicator who is able to work independently, prioritize importance of work, and meet deadlines in a timely manner.

Required qualifications: Associates Degree or equivalent combination of education and experience that includes formal training in subjects related to real property assessment and real property evaluation/appraisal. Bachelor's degree and minimum of 2 years' experience in property assessment preferred. Applicants must possess a valid ND driver's license and possess (or be willing and able to obtain) a Class I Assessor Certification within 1 year of hiring.

The City of Devils Lake offers an excellent benefit package and a competitive wage. Full salary range is $6,291 - $8,626/month. A complete job description and application is available at the City of Devils Lake offices or online at https://www.dvlnd.com/services/job-openings. Job application and resume must be submitted to robj@dvlnd.com, mailed to City of Devils Lake, Attn: Rob Johnson, PO Box 1048, Devils Lake ND, or delivered to the City offices. Applications must be received by 5:00 PM Friday, November 20, 2026. EOE