



Property Tax Manager

Location Flexible: VT, NH, MA

Contract Type Regular, Full-time

General Information

The Property Tax Manager is responsible for the management of the company's property taxes, including relations with the local assessors and taxing authorities, and handling of all property tax bills, appeals, assessments and valuations for Great River Hydro. This position reports to the Accounting team to collect and report appropriate financial data for all property tax bills, appeals and assessments. This position works closely with the External Relations team to ensure the company has proactive property tax management and strong working relationships with local assessors and taxing authorities.

Responsibilities

- Responsible for stakeholder management with respect to property taxes. Develop and coordinate strong working relationships with local assessors and taxing authorities to foster productive negotiations.
- Manage, analyze and address the real estate tax assessments in various jurisdictions;
- Perform real estate valuation analyses for GRH assets to determine whether Company's proposed assessments are appropriately valued, or whether an appeal is appropriate;
- With legal counsel, have proactive conversations with assessors to negotiate pilot programs or long term assessment agreements.
- File property tax abatements as necessary, negotiate value reductions with assessors and serve as the company's representative at local tax abatement proceedings to resolve appeals;
- Develop appeal packages in support of filed tax appeals, including, but not limited to, valuation analyses, market analysis, etc.;
- Work with Accounting team members to obtain necessary financial data and reporting to conduct valuation analyses and support property tax appeals;
- Work with legal counsel on matters that proceed to appeal;
- Maintain organization of historical tax and valuation data;
- Other tasks, as required.

Qualifications and Education

- Bachelor's Degree required;
- Five or more years of related experience;
- Excellent negotiation and people skills;
- Knowledge of property tax valuation and assessment required;
- Excellent PC skills, including MS Office with an emphasis on Excel, and the ability to use customized applications;
- Ability to analyze and solve problems, combined with strong decision-making skills;
- Excellent communications and interpersonal skills, combined with the ability to work effectively in a team environment;
- Excellent organizational and time management abilities.