



JOB POSTING

**FIELD APPRAISER/MAPPING CLERK
ASSESSOR'S OFFICE**

**Applications will be accepted until the position is filled.
Must be able to work all shifts in a 24/7 environment, including holidays.**

JOB SUMMARY:

Work both in the mapping office and in the field appraisal office as needed.

RESPONSIBILITIES AND DUTIES

- Read Aerial Maps
- Search County for New Construction using permits
- Review property for additions and physical condition
- Photograph, measure, calculate and sketch dimensions of all structures on each parcel
- Determine class of structures based on material and location
- Review cell towers and bill boards within county
- Create structures and download pictures to appraisal system
- Continuous review of approximately 50,000 parcels for updates
- Research and study data according to real estate market

QUALIFICATIONS AND SKILLS

- High School Diploma or GED preferred
- Knowledge of Public Land Survey System
- Strong communication skills and very detail oriented
- Ability to read legal descriptions and maps
- Ability to traverse steep/rough terrain

SALARY: \$ 13.00 per hour

STATUS: Full Time, 40 hours per week

**Taney County is a substance free, Equal Employment Opportunity Employer (EEOE).
Applications can be obtained at www.taneycounty.org.
For information, please call (417) 546-7285.**