



JOB POSTING

APPRAISER I

ASSESSOR'S OFFICE

Application Deadline: Open until position is filled

JOB SUMMARY

The Appraiser plays a vital role in assessing real estate properties within Taney County. This position involves conducting property inspections, analyzing market data, performing appraisals, and providing valuable expertise on real estate valuation.

RESPONSIBILITIES AND DUTIES

- Complete thorough site inspections for each property
- Conduct property inspections by driving a County vehicle in the field
- Locate, measure, evaluate, sketch, & code property, as well as any improvements to it
- Conduct research on current market sales & calculate appraisals for residential, commercial, & industrial properties
- Assist in parcel splitting processes
- Provide prompt & professional responses to inquiries of real estate appraisals / valuations (in-person / over the phone)
- Defend appraisals in Board of Equalization, County, & Circuit Court hearings / trials
- Train / support the Appraisal Assistant-Data Collector
- Assess & calculate depreciation of improvements by inspecting exterior (whenever possible, interior structures also)
- Obtain building permits to aid in the discovery process
- Audit real estate assessments to identify / rectify errors, including evaluating exempt property
- Perform any other duties as required / assigned

QUALIFICATIONS AND SKILLS

- Knowledge of the Public Land Survey System
- Excellent communication skills & keen attention to detail
- Experience in real estate / construction costing
- Ability to traverse steep / rough terrain in all weather conditions
- Proficiency in Windows, Excel, Word, Access, & Apex sketching software

REQUIREMENTS

- Punctuality & regular attendance are essential
- Valid driver's license
- Successful completion of a background check & drug screening
- High School Diploma or GED

SALARY: \$16.00 - \$17.00 / hour + [Benefits](#)

STATUS: Full Time, 40 hours / week

Taney County is an Equal Employment Opportunity Employer (EEOE) & substance-free workplace.
Applications are available in Human Resources or downloaded from www.taneycounty.org.
For further information, please contact [Human Resources](#) at (417) 546-7237

Posted: June 27, 2023 **Initials:** DM