

Appraiser/Appraiser Trainee

Full time position in Tax Assessor's Office

Position Title: Appraiser/Appraiser Trainee

Department: Tax Assessor

Open: Until filled

Job Description: To appraise real and personal property to determine fair market value for ad valorem tax purposes. This position requires both field work and office work. Must be able to prepare and present information to the public and the Board of Assessors. Experience in real estate or construction will be helpful. Candidates with current Georgia Department of Revenue certification are encouraged to apply but will also consider training someone with a strong desire to succeed.

Applicant must meet the following requirements:

1. **High School Diploma or GED equivalency; and current valid driver's license**
2. **Candidates must have or be able to obtain Appraiser designations from the Georgia Department of Revenue. Levels are: Appraiser 1, Appraiser II and Appraiser III.**
3. **Candidates must be computer literate and be skilled in both written and oral communications. Good math skills are essential.**
4. **Job requires the candidate to attend classes in different areas of the state. Most classes are five days.**
5. **Position has the chance for advancement.**

All applicants must be able to pass a pre-employment background check, drug screen and physical. Qualified applicants may submit an application and resume via mail to:

Macon County Commission Attn: Regina McDuffie P.O. Box 297 Oglethorpe, GA 31068

Applications may be obtained by visiting www.maconcountyga.gov or in person at the Courthouse located at 121 South Sumter Street Oglethorpe, GA

Macon County does not discriminate on the basis of race, color, sex, age, national origin or handicap status.