

## Douglas County Government

### How to apply:

Submit an online application through the Douglas County Career Portal at:

<https://ga-douglascounty.civicplushrms.com/CareerPortal/JobDetail.aspx?RequisitionId=65686&SourceId=6400>

We don't accept paper applications, emailed applications or faxed applications. We only accept applications for open positions, and you must apply online in order to be considered for a position.

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### Appraisal Department

#### Chief Appraiser

Full Time

APPLICATION DEADLINE: Open until Filled

**Note: This is a "CONTRACT PAID" position.**

This is responsible technical and supervisory work involving the direction of the appraisal function to ensure that all real and personal property in the county is appraised and that the county tax digest is compiled in accordance with statutory requirements. Job functions include overseeing all functions of property appraisal, serving as liaison to the public and to various boards, and performing supervisory and administrative duties as department director. Incumbent directly supervises senior appraisers. The employee works under general supervision of the County Administrator and for the Board of Assessors. Work is performed with considerable independence and is evaluated through oral and written reports and results achieved.

#### **Requirements:**

- Bachelor's degree or higher from an accredited college or university with major field of study in a related discipline
- Minimum of ten years of progressively responsible experience in property appraisal work including supervisory experience
- An equivalent combination of education and experience may be considered
- Possess and maintain a valid Georgia Department of Revenue Appraiser IV certificate
- Minimum 21 years of age
- Must have and maintain a valid United States Driver's License (Class C), a satisfactory motor vehicle record (MVR) and the ability and willingness to drive a county vehicle; if assigned job duties require the use of a vehicle

Employment is contingent on passing a mandatory Physical/Drug Screen/MVR and Background Investigation.

**Salary:** \$90,000.00 annual contract; plus, full benefits package

Resumes may be attached, but a resume without a completed application will **not** be considered.

"The recruitment, selection, appointment and promotion of employees shall be in such a manner as to promote equal employment for all persons without regard to race, age, color, creed, religion, ancestry, sex, national origin, physical handicap or political affiliation."