

## TWIGGS COUNTY

### APPRAISER II OR APPRAISER III- TAX ASSESSOR'S OFFICE

#### OPEN UNTIL FILLED

#### **Purpose of Job**

The purpose of this job is to make field appraisals of residential and commercial properties using the most appropriate of the three approaches to value. Duties and responsibilities include, but are not limited to, gathering records, analyzing and maintaining a variety of data, selling and asking prices, rental income, depreciation schedules, building, land and equipment cost in order to make accurate and equalized appraisals: receives and investigates complaints about property assessments: make reappraisals and submits recommendations for consideration to supervisor: prepares and supports technical cases to defend contested assessments in court proceedings or Board of Equalization hearings; and performing additional tasks as assigned.

#### **Job Related Requirements**

Regular and predictable attendance is required.

Must work cooperatively with others.

When requirements include vehicle operation, responsible for the safety, readiness, and operation of the vehicle.

Must possess a valid driver's license.

Must be able to understand, interpret, explain, and enforce State and Local polices, laws, rules and regulations.

#### **MINIMUM TRAINING & EXPERIENCE REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS:**

Must possess Appraiser II or Appraiser III certification.