

The Montgomery County Tax Assessor's Office is seeking a qualified candidate for the role of Chief Appraiser. Resumes can be hand delivered to 303 South Richardson Street Mount Vernon, GA or mailed to:

**P.O. Box 156**  
**Mount Vernon, GA 30445**  
(Phone: 912-583-4131)

## **Chief Appraiser Position: Montgomery County Chief Appraiser (Appraiser III)**

**Job Description:** Successful candidate will be a certified level III appraiser and work the provisions of O.C.G.A, Title 48, Chapter 5, Department of Revenue Rules, and Regulations; the Appraiser Procedures Manual, and the Montgomery County Board of Assessors Policies.

Candidates must possess and maintain a minimum Appraiser III certification. Candidates must also possess and maintain the following:

- A valid Georgia Driver's License
- Have at least four (4) years of managerial/supervisory experience in an assessors' office
- The capability to handle job responsibilities, including, but not limited to, field work and data collection and entry.
- Computer skills, specifically WinGap
- Strong interpersonal skills and the ability to relate to the staff, taxpayers, and the public.
- A full understanding of all aspects of the appraisal process.

**Benefits:** Benefits include paid holidays, annual leave, sick leave, and health insurance.

**Salary Range:** Dependent upon experience

**Application Deadline: Open October 19th, 2023, until job is filled.**

*Montgomery County is an equal opportunity employer.*