

Columbia County Employment Opportunity

Civil Service Commission

230 Strand Street, St. Helens, OR 97051 Phone: (503)397-3874 www.co.columbia.or.us

July 16, 2013

PROMOTIONAL ONLY

POSITION: PROPERTY APPRAISER 2. This position is full-time, Civil Service, and represented by a union.

ANNOUNCEMENT #: 13-333 **DEPARTMENT:** Assessor's Office

SALARY: \$4,213-\$5,214 per month.

CLOSING: JULY 23, 2013. Applications must be **received** electronically by 5:00 pm on the closing date. **Applications will only be accepted via online submission**

PLEASE NOTE: This recruitment is open to applicants who meet the requirements below and will be used to fill a current vacancy and vacancies that **may** occur in the next twelve months. You will be notified via email of your ranking within approximately two weeks after the closing date. Rankings will not be given over the telephone. Please do not call regarding the status of the process, you will be notified if you are selected for an interview.

DUTIES: Appraise the full range of real and personal property, including commercial, industrial and floating property for tax assessment purposes using mass appraisal approaches, methods and techniques. Make calculations to determine market and maximum assessed values of property. Respond to inquiries from the public and prepare data for presentation.

TO QUALIFY: Only current County employees may apply for this position. Bachelor's degree in related field. Two years work experience as a property appraiser in an Oregon County Assessor's Office or four years work experience in property appraisal in the private sector, including some experience with more complex appraisal projects such as commercial, industrial, exempt properties, floating property, or appeals. Registration as a qualified appraiser by the State of Oregon under the provisions of ORS 308.010; possession of an appropriate driver's license. Any satisfactory combination of experience and training which provides the required knowledge, skills and abilities may be acceptable.

TO APPLY: Applicants **MUST** submit the Columbia County application form. The application form must be filled out completely for consideration and the instructions online for submittal followed correctly. Incomplete or unsigned applications or applications not saved in the appropriate format will not be accepted.

APPLICATIONS: Columbia County Civil Service application form is mandatory. Complete the application online and email to HRJobs@co.columbia.or.us

An Equal Opportunity Employer (a copy of the County's EEOP may be obtained by calling the number listed above)