

EMPLOYMENT OPPORTUNITY

POSITION: Real Property Appraiser for Butler and Crenshaw Counties

DEPARTMENT: Butler County Revenue Commissioner's Office, Appraisal
Crenshaw County Revenue Commissioner's Office, Appraisal

SALARY: Combined annual salary will be commensurate with qualifications and experience. Minimum starting salary is \$32,000.

GENERAL JOB DESCRIPTION:

- Performs field appraisals to ensure correct valuation for the assessment of property tax, in accordance to the laws of Alabama and under the supervision of the REVENUE COMMISSIONERS
- Sets values for residential, farm, and light commercial properties located within the taxing jurisdictions
- Responsible for county wide appraisal program in Butler and Crenshaw counties
- Prepares revisions of property appraisals and estimates market values
- Communicates with property owners to explain property appraisals methods and techniques
- Performs other duties assigned by supervisor

MINIMUM QUALIFICATIONS:

Applicants must possess a high school diploma and have completed at least two years of college level courses from an accredited college in business administration, accounting, taxation, property valuation or related fields. Prior appraisal training and/or closely related work experience may be considered in lieu of college education. Applicants must be 21 years of age and possess a valid driver's license.

Applications accepted through March 13, 2015 at the Alabama State Employment Office

Resumes may be mailed directly to:

**Deborah B. Crews
Revenue Commissioner
700 Court Square
Greenville, AL 36037**