

RECRUITMENT ANNOUNCEMENT

The County of Surry is accepting applications for one full-time position of **Real Property Appraiser**. The position will perform advanced appraisal work in evaluating the current schedule of values based on sales data and determines assessed value of all types of real properties in the County for tax purposes. Work involves collecting pertinent data about real property improvements; quality of materials and construction; functional, physical, and economic depreciation; external and internal features; accessibility location; and other data to arrive at the assessed value. Work also involves inspecting land, maps, and sales data to arrive at market value of real property for the next revaluation. The appraiser will work independently in the field and considerable independent judgment and initiative must be exercised. Work is performed under the general supervision of the Appraisal Supervisor and the Tax Administrator.

JOB REQUIREMENTS: Graduation from high school or GED required. Must be certified or become certified by the North Carolina Department of Revenue as a Real Property Appraiser I within a reasonable period of time. Must be able to attend classes pertaining to property tax listing and personal property assessment. Applicant must have computer experience, good mathematical skills, and possess a valid driver's license and be insurable on the County's automobile insurance at regular rates. Must have ability to establish and maintain effective working relationships with the public, co-workers, supervisors and County officials. Must have ability to deal tactfully and courteously with the public in explaining tax laws and policies. Preferred knowledge includes: NC Machinery Act, County tax policies, and geographic layout of the County.

SALARY RANGE: Grade 64 \$32,040 - \$52,776

Applications will be taken at NC Works Career Center, 541 W. Pine Street, Mount Airy, NC (336-786-4169), by going online to the Surry County Human Resources job posting page, printing the application and e-mailing back to the indicated email, SCJobs@co.surry.nc.us or by contacting Surry County Human Resources at 336-401-8221. A complete list of duties and analysis of physical demands will be available upon request.

**SURRY COUNTY IS A DRUG FREE WORKPLACE
SURRY COUNTY IS AN EEO EMPLOYER**

Date Posted: November 8, 2021
Closing Date: Open until filled