

Residential Field Appraiser
Leon County Property Appraiser
Internal/External Job Opportunity

Salary Range: \$32,000 - \$45,000

Job Description

The residential field appraiser gathers and verifies data on single family homes, townhouses, duplexes, and manufactured homes. Data collection includes but is not limited to, measuring structures, physically inspecting the exterior and interior of buildings, and photographing the property. During the physical inspection, the field appraiser will verify construction quality and condition, verify any special features, renovations, or improvements. This position requires one to read and interpret maps, plats, deeds, blueprints, permits, and other similar documents. While some tasks, such as data entry and desktop reviews are performed in the office, much of the job requires outside work. It is essential that field appraisers exhibit strong communication and personal relationship skills because of the interaction with taxpayers, property owners, and other government agencies.

Requirements/Experience

- High School Graduate or GED Certification.
- Work experience with emphasis in real estate, construction, or a related field.
- A Valid Florida Driver's License.

Knowledge, Skills and Abilities

- Ability to adapt to both office and all field environments.
- Ability to analyze all variables that impact property value.
- Excellent math, writing and communication skills.
- Ability to deal professionally with co-workers and the public.
- Ability to understand and utilize GIS mapping and related equipment to navigate and locate properties.
- Proficient computer and Microsoft Office skills.
- Excellent organizational and time management skills.

Job Classification and Work Hours

This is a full-time position with regular classification through the Florida Retirement System. The expected work hours are Monday through Friday, 8:00 am to 5:00 pm.

Employee Benefits

- Medical, Vision, Dental and Life Insurance
- AFLAC
- Deferred Compensation Plans (457)
- Retirement Plan with the Florida Retirement System (FRS)
- Paid Time Off
- 10 Paid Holidays

Closing Date: Open Until Filled

Applicants must submit a Leon County Property Appraiser's application by the closing date. [Click here](#) to download the application. If you have any questions, please call Human Resources at 850-606-6216 Monday through Friday, between 8:00 a.m. and 5 p.m.