

APPRAISER IV

CODES/PAY GRADE

Class Code: 4320

EEO Code: C

Pay Grade: 123

MAJOR FUNCTION

Highly complex technical work in the collection and analysis of economic, legal, physical, and sociological data in order to determine just value of varied types of property in accordance with statutory provisions.

ILLUSTRATIVE DUTIES

(NOTE: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Performs all examples of work at the lower levels.

Acts as team leader in the completion of major re-assessment projects, including supervision of lower level employees assigned to the project, under the guidance of his supervisor.

Trains or assists in the training of lower level employees in the theory and practice of appraisal for ad valorem taxation purposes.

Assists in training, scheduling and reviewing work of subordinate evaluators.

May attend Value Adjustment Board hearing to discuss evaluations.

Performs related work as required.

KNOWLEDGE, ABILITIES AND SKILLS

All the knowledge, abilities, and skills of the lower level Appraisers and Specialists.

Ability to supervise lower level employees for limited periods of time in the completion of specific assessment projects under the guidance of this supervisor. Ability to aid lower level employees in the solution of complex appraisal problems. Ability to train or aid in training lower level employees in the theory and practice of real estate, appraising as it applies to assessment of properties for purposes of ad valorem taxation.

(Appraiser IV continued)

MINIMUM QUALIFICATIONS

Bachelor's Degree in Finance, Business Administration, Real Estate, or related field, and six (6) years progressively responsible experience in the appraisal of real estate.

Possession of valid Florida drivers license.

A comparable amount of education, training, or experience may be substituted for the minimum qualifications.

ADA REQUIREMENTS

Physical Demands: Sedentary work. Ability to traverse uneven, wet terrain. Ability to see, hear, talk, reach.

Environmental Demands: Inside and outside work. Ability to tolerate inclement weather including rain, heat, humidity, cold.

Mental Demands: Ability to read and comprehend maps, blueprints, aerials; legal statutes, ordinances, documents; reports, financial reports, memos, letters, instructions. Ability to perform shop math. Ability to speak clearly and concisely; conversant in theory and practices of discipline; persuasive speaking. Ability write reports, summaries, letters.

Revised 10/94