



JOB POSTING

**Field Appraiser/Mapping Clerk
Assessor's Office**

Applications will be accepted until the position is filled

JOB SUMMARY:

Work both in the mapping office and in the field appraisal office as needed.

RESPONSIBILITIES AND DUTIES:

- Read Aerial Maps
- Search County for New Construction using permits
- Review property for additions and physical condition
- Photograph, measure, calculate and sketch dimensions of all structures on each parcel
- Determine class of structures based on material and location
- Review cell towers and bill boards within county
- Create structures and download pictures to appraisal system
- Continuous review of approximately 50,000 parcels for updates
- Research and study data according to real estate market

QUALIFICATIONS AND SKILLS:

- High School Diploma or GED preferred
- Knowledge of Public Land Survey System
- Strong communication skills and very detail oriented
- Ability to read legal descriptions and maps
- Ability to traverse steep/rough terrain

SALARY: \$12.00 Hour

STATUS: Full time, 40 hours per week; Monday-Friday

Taney County is a substance free, Equal Employment Opportunity Employer (EEOE).

Applications can be obtained at www.taneycounty.org
For more information, please call 417-546-7285

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