
JOB POSTING

TO: Department Heads/Employees/Public

FROM: Human Resources Department

SUBJECT: Job Opening - Residential Appraiser

DATE: Wednesday, March 29, 2023

The Human Resources Department is currently accepting applications. Interested public and District employees may apply by clicking on the following link: <http://comalad.org/Employment>
Job qualifications are listed below:

JOB TITLE: Residential Appraiser

DEPARTMENT: Residential Appraisal

JOB SUMMARY: This position is responsible for utilizing the functions and activities associated with the appraisal of residential property including; inspection, data collection, and application of appropriate valuation techniques; performing field visits to gather pertinent appraisal information for use in determining market value; updating appraisal records as needed; conducting informal hearings; representing the district in Appraisal Review Board (ARB) hearings and arbitrations. Must obtain an acceptable level of knowledge in principles and practices of real estate appraisal ensuring every appraisal is handled in a proper, fair, equitable and unbiased manner and providing exceptional customer service.

QUALIFICATIONS: Graduate of an accredited high school or equivalent; some college desirable with special work in appraising. Must become registered with the Texas Department of Licensing and Regulation (TDLR) working toward a Registered Professional Appraiser (RPA) designation. Continued employment contingent upon completion of all required courses within the time frame established by TDLR. Must be proficient in public and professional contact and have the ability to select and evaluate data and, prepare clear and concise reports of findings. Must have excellent mathematical, analytical, administrative and communicative skills. Must possess a valid Texas Drivers License.

SALARY: Pay Group A01 \$21.89 - \$26.91 Based on Experience

CLOSING DATE: Open Until Filled

START DATE: Wednesday, March 29, 2023

APPLICATIONS MANDATORY AND AVAILABLE ONLINE

<http://comalad.org/Employment>