

EMPLOYMENT OPPORTUNITY RESIDENTIAL APPRAISER

GENERAL RESPONSIBILITIES

Under the supervision of the Residential/ Land Coordinator. Office and field work associated with the mass appraisal of real property by area or use type within the boundaries of Lubbock Central Appraisal District (LCAD).

EXAMPLES OF RESPONSIBILITIES

1. Gathers and verifies data of real property including, but not limited to, measuring structures, physically inspecting the exterior, photographing property, and noting architectural quality and intended use of the property.
2. The ability to transverse rough and uneven surfaces.
3. Conducts ratio studies and other projects to assist in the determination of reappraisal needs.
4. Determines correct physical, functional and economic characteristics of real property.
5. Utilizes digital photography to analyze and compare property characteristics between digital imagery and property record data.
6. Appraises real property using generally accepted mass appraisal techniques in order to arrive at market value.
7. Apply scheduled values and depreciation to all real property; deviating from schedules when warranted based upon the individual characteristics that affect the property's market value.
8. Reviews renditions and Notice of Decreased Value for real property.
9. Assist property owners who have questions concerning value, appraisal methods, and other matters of information or concern.
10. Purges the roll of property no longer taxable in Lubbock County.
11. Prepares evidence and testifies before the Appraisal Review Board.
12. Performs other duties as required.
13. Regular attendance and punctuality. Overtime will be required.

Minimum Qualifications: College degree and/or real estate experience. Applicant must be able to successfully complete the requirements for the Registered Professional Appraiser (RPA) designation with Texas Department of Licensing and Regulation. A valid driver's license with a verifiable driving record is required. Regular attendance and punctuality. Overtime will be required.

Preferred Qualifications: RPA certification, college degree in related field, mass or fee appraisal, or additional years of real estate experience. Applicant must possess knowledge of and experience with various Microsoft Office products along with excellent written and oral communication skills. (An equivalent of related education, training and experience may also be considered).

Compensation: Salary is commensurate with qualifications.

Application: Applications are available in our office or on our website at www.lubbockcad.org.

Please submit cover letter, application and resume to:
Lubbock Central Appraisal District
Residential Appraiser
Attn: Jason Perez/Fiscal/HR Administrator
P.O. Box 10542, Lubbock, Texas 79408
2109 Avenue Q, Lubbock, Texas 79411
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