

Appraiser Position

The City of Auburn Assessing Department is offering an outstanding opportunity for a staff Appraiser **available to start January 2025**. The qualified candidate is responsible for listing and rendering the value of real estate and personal property located in the City. This position will support the administration of fair and equitable property assessment according to just value. This is a professional position that requires critical thinking skills, initiative, and sound judgement. The Appraiser represents the City of Auburn and must convey a professional image and provide excellent customer service.

The ideal candidate for this position will possess or have the ability to acquire the knowledge and skills necessary to complete assessing duties including field inspections, data analysis, data entry, deed research, mapping, and numerous additional appraisal duties. As an agent of the State, an appraiser must be familiar with and adhere to State law. The Appraiser recognizes an annual assessing calendar that includes mandatory deadlines and statutory obligations. In practice, the Appraiser will consider all three recognized valuation methods, the income, cost, and sales comparison approaches to value and will be familiar and have the skills to apply each of these methods in determining value.

Recommended qualifications are as follows:

- Current Maine Assessors certification (CMA) or ability to obtain within 18 months of hire.
- State of Maine Driver's license with a clean driving record
- Ability to pass a pre-employment physical and drug test
- Possess a high school diploma or High School GED certificate
- Have an associate or bachelor's degree and/or have *educational courses and work experience* in a related field.

Motivated candidates interested in a career in property appraisal are encouraged to apply.

The City of Auburn offers outstanding health insurance coverage, life insurance, dental, vision, retirement options including MainePers, Public Student Loan Forgiveness and other supplemental benefits including training and educational opportunities to provide potential advancement into leadership opportunities and/or specialized fields in assessing. Persons with assessing, construction, surveying, mapping, or real estate experience are encouraged to apply. The salary is commensurate with experience and is negotiable. **This position is available with a January 2025 start date.**

Interested parties should submit cover letter and resume to Chandra Elliott, Human Resources at celliot@auburnmaine.gov or mail to 60 Court Street, Auburn, Maine 04210
Opportunity will remain open until position is filled.

The City of Auburn is an Equal Opportunity Employer.