

**Kaufman Central Appraisal District
3950 South Houston Street
Kaufman, TX 75142**

Residential Appraiser:

The Kaufman Central Appraisal District is currently seeking qualified candidates for the position of residential appraiser. The desired candidate will be responsible for all aspects of the appraisal process. The appraiser will perform a combination of field appraisals on assigned properties during certain months of the year using one's own vehicle and work in an office environment conducting informal meetings and property protest hearings in the remaining months. The appraiser will explain assessed values and defend property values with property owners of Kaufman County.

Qualifications:

Complete training to understand computer assisted appraisal system. Ability to communicate effectively with co-workers, supervisors and the general public. Must be able to successfully complete Texas Department of Licensing and Regulation registration requirements and advancements. Must be able to use personal vehicle on the job daily. A valid Texas Driver's license and proof of liability insurance coverage is required upon hiring.

Required Education and Experience:

Minimum requirement: High School graduate or GED
Preferred: Prior appraisal experience

Physical and Mental Abilities:

Must have sufficient mobility to visit property sites that may feature rough terrain and to work outdoors in unfavorable weather conditions. Must be able to sit or stand for extended periods of time with ability to reach, bend and move up/down on steps. Must be able to lift up to 30 pounds. The position requires considerable concentration, creativity and ability to manage time effectively. It is subject to stress caused by a changing public environment, mandatory deadlines and heavy workload. Requires the ability to operate office equipment and communicate on the telephone and face to face. Requires the ability to ask questions that will bring forth the information needed to make sound decisions.

Salary is contingent on experience and qualifications

Please submit resume to:

Kaufman Central Appraisal District
Coy Johnson
Deputy Chief
P.O. Box 819
Kaufman, Texas 75142

or by email to :
coy.johnson@kaufman-cad.org