

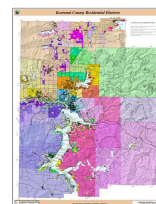


KOOTENAI COUNTY
invites applications for the position of:

Cadastral Technician I - Assessor's Office

DEPARTMENT:	Assessor - Mapping
SALARY:	\$15.00 - \$16.56 Hourly
OPENING DATE:	01/03/19
CLOSING DATE:	01/25/19 05:00 PM
SUMMARY:	

CADASTRAL TECHNICIAN I – ASSESSOR'S OFFICE



"Our mission is to provide professional, courteous service to the public with regard to the equitable valuation of all properties in Kootenai County."

APPLY ONLINE AT WWW.KCGOV.US

ATTACH COVER LETTER AND RESUME TO ONLINE APPLICATION

KOOTENAI COUNTY Idaho is currently recruiting for a **CADASTRAL TECHNICIAN 1** to work in the Assessor's Office. The salary range is \$15.00 to \$16.56 per hour depending on experience. This position is open until **January 25, 2019**. Job duties include a variety of analytical and technical duties related to the processing of recorded documents for assessment purposes. Requirements: AA or Applied Associates in Business Education, Computer Information Technology, related field or equivalent education and experience. Real property title/land records experience preferred but not required. Please visit our website at <https://www.kcgov.us/356/Employment-Opportunities> for the application, required documents and job description or call 208-446-1640. EOE

- \$15.00 to \$16.56 per hour depending on experience
- Public Employees Retirement System of Idaho (PERSI), a pension plan with five year vesting, **11.32% employer contribution**, and a lifetime payout upon retirement
- Excellent and comprehensive benefits package. For example, employee-only medical/dental/vision premium of only \$47.00 per month (*tobacco free rate*). View our entire [benefits package](#).
- [Public Student Loan Forgiveness Program](#)

View the full [job description](#).

THIS IS THE JOB FOR YOU IF:

- You are able to read legal descriptions, deeds, contracts, court documents, plat books, maps, surveys and software procedure manuals
- You have a working knowledge of function of the Assessor's Office and other County offices including mapping and geographic information systems (GIS) technology
- You have a working knowledge of the laws of the State of Idaho as they pertain to property assessment

DO YOU QUALIFY?

- Do you have an Associate's degree or Applied Associate's degree or Certification from a two-year college or professional/technical school or program in Business Education, Computer Information Technology, Surveying, Cartography or Geographic Information Systems or related field?
- Do you have a minimum of 3 years of related experience performing real property title/land records (preferred but not required)?
- Will you be able to successfully complete the Idaho State Tax Commission (STC) Appraisal Course 1 within 12 months of assignment to this position?
- Will you be able to obtain STC Cadastral Mapping Certification with 3 years of hire?

CONTACT US:

Human Resources (208) 446-1640

kchr@kcgov.us

OUR LOCATION:

Located in beautiful northern Idaho, and home to approximately 150,000 residents, Kootenai County is surrounded by scenic mountains and more than twenty pristine lakes--an outdoor enthusiast's dream. The largest city and county seat is located in Coeur d'Alene and is on the majestic shores of Lake Coeur d'Alene. With a low crime rate and cost of living that is below the

national average and significantly less than in larger cities, it is an ideal place to call home. [Click here](#) to learn more about living in Kootenai County.

TO APPLY: Apply online at www.kcgov.us and attach cover letter and resume. Must successfully pass the County's pre-employment and subsequent drug tests.

EOE/Vets Preference/Drug Free Workplace

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.kcgov.us/departments/personnel/jobs/>

Position #2018-00115

CADASTRAL TECHNICIAN I - ASSESSOR'S OFFICE
CK

451 N Government Way
PO Box 9000
Coeur d'Alene, ID 83816
(208) 446-1640

kchr@kcgov.us

Cadastral Technician I - Assessor's Office Supplemental Questionnaire

* 1. For this application we require a cover letter as well as resume. Please verify that you have attached a cover letter and resume prior to submitting this application.

Yes No

* 2. If you are a veteran, did you attach a copy of your DD214?

Yes No

* Required Question