



KOOTENAI COUNTY
invites applications for the position of:

Residential Appraiser III

DEPARTMENT: Assessor - Residential Appraisal
SALARY: \$21.66 - \$25.20 Hourly
OPENING DATE: 02/19/21
CLOSING DATE: Continuous
SUMMARY:

RESIDENTIAL APPRAISER III - ASSESSOR'S OFFICE **A Variety of field and office work!**



"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 AND ATTACH COVER LETTER, RESUME AND COMPLETE SUPPLEMENTAL QUESTIONNAIRE

THE POSITION: Performs semi-complex to complex appraisal of improved and unimproved rural, residential and commercial property to determine market value.

- \$21.66 to \$25.20 per hour depending on experience
- Public Employees Retirement System of Idaho (PERSI), a pension plan with five year vesting, **11.94% employer contribution**, and a lifetime payout upon retirement
- Excellent and comprehensive benefits package. For example, employee-only medical/dental/vision premium of only \$55.33 per month (*nicotine free rate*). View our entire [benefits package](#).
- [Public Student Loan Forgiveness Program](#)

View the full [job description](#)

DO YOU QUALIFY?

- Do you have a Bachelor's degree in business or a related field, with 3 years of progressively responsible work experience in the appraisal of real property as an Appraiser II or equivalent years of education and experience?
- Are you able to obtain a license as Certified Tax Appraiser, Idaho State Tax Commission - ISTC?
- Have you successfully completed two (2) or more of the following courses (201, 300, 310, 311, 400 or USPAP) International Association of Assessing Officers, or its equivalent upon acceptance of petition by the Idaho State Tax Commission?

- Do you have considerable knowledge of the assessment process and its inter-relationship with other county departments?
- Do you possess or have the ability to obtain a valid driver's license, and are you insurable?

THIS IS THE JOB FOR YOU IF:

- You have specialized appraisal experience in rural, agricultural, residential, commercial or industrial property
- You are able to visually observe the physical details of a property and arrive at an accurate and equitable appraisal
- You have considerable knowledge of appraisal terminology and working knowledge of the laws of the State of Idaho as they relate to property assessment
- You have good communication skills
- You have experience utilizing appraisal software
- You are able to appear in public meetings as a representative of the Assessor.

CONTACT US:

Human Resources (208) 446-1640

kchr@kcgov.us

ABOUT KOOTENAI COUNTY: The beautiful lake city of Coeur d'Alene, Idaho is the county seat for Kootenai County, situated in the northern panhandle of Idaho. According to the 2019 Census, the city of Coeur d'Alene has a population of 50,504 and Kootenai County has a population of 165,697. The area is known for its natural beauty, beautiful lakes and many hiking trails.

Kootenai County offers competitive pay with a great benefit plan and a state retirement pension plan (PERSI) where employees become vested after five (5) years of employment. The PERSI plan offers an 11.94% employer contribution and a lifetime payout upon vesting / retirement. Kootenai County also offers a generous medical, vision and dental plans, a public student loan forgiveness program, and employer-paid life, long term disability & AD&D insurance. Employees also receive 10 paid holidays each year and a generous vacation and sick leave.

TO APPLY: Apply online at <https://www.governmentjobs.com/careers/kcgov> Must successfully pass the County's pre-employment and subsequent drug tests as well as a basic office skills test.

IMPORTANT INSTRUCTIONS: Please be sure to answer the ALL questions in a thorough and complete manner, as your responses may be used to determine your overall score. Please do not answer with "See Resume" or "See Application" as these are not acceptable answers. If you are invited to a selection interview(s), by submitting your application and responses to this job posting, you thereby agree, and authorize, that your responses will be verification by checking references.

EOE / VETERAN'S PREFERENCE / DRUG FREE WORKPLACE

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APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.kcgov.us/departments/personnel/jobs/>

Position #2021-00023
RESIDENTIAL APPRAISER III
CK

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

kchr@kcgov.us

Residential Appraiser III Supplemental Questionnaire

- * 1. INSTRUCTIONS: Please be sure to answer the all questions in the application in a thorough and complete manner, as your responses may be used to determine your overall score. Please do not answer with "See Resume" or "See Application" as these are not acceptable answers. If you are invited to a selection interview(s), by submitting your application and responses to this job posting, you thereby agree, and authorize, that your responses will be verification by checking references.
UNDERSTANDING: I have read, I understand, and I accept the Instructions above.
☐ Yes ☐ No

- * 2. APPRAISAL EXPERIENCE: Please indicate the areas where you have work related experience. Check all that apply.
 - ☐ Five (5) or more years of appraisal experience in Ad Valorem environment
 - ☐ Experience performing appraisals of complex, high value or waterfront properties
 - ☐ Experience performing appraisals of multi-family or income producing properties
 - ☐ Experience performing appraisals of single family residential properties
 - ☐ Experience performing other residential real estate services (i.e. realtor, inspector, contractor, etc.)
 - ☐ Experience in a specialized discipline or multiple commercial property types
 - ☐ Experience performing appraisals of commercial and/or industrial properties
 - ☐ Experience with income on a wide variety of moderate to complex properties
 - ☐ None of the Above

- * 3. AD VALOREM APPRAISAL COMPUTER SYSTEMS EXPERIENCE: Please indicate the areas where you have work-related experience. (Check all that apply)
 - ☐ Proval / Thomson Reuters Aumentum Tax
 - ☐ Vanguard CAMA System
 - ☐ Other CAMA System
 - ☐ Database or Image Management System
 - ☐ Pictometry
 - ☐ ESRI GIS Arc-View Products or other GIS systems
 - ☐ None of the Above

- * 4. RELEVANT EXPERIENCE: In no more than three (3) sentences please describe your experience with COMPUTER-ASSISTED DRAWING TOOLS

- * 5. RELEVANT EXPERIENCE: In no more than three (3) sentences please describe your experience with READING BUILDING PLANS, DRAWINGS AND BLUEPRINTS

- * 6. RELEVANT EXPERIENCE: In no more than three (3) sentences please describe your experience with BUILDING INSPECTIONS
- * 7. RELEVANT EXPERIENCE: In no more than three (3) sentences please describe your experience with STATISTICAL ANALYSIS OR COMPLEX MATHEMATICAL EQUATIONS
- * 8. RELEVANT EXPERIENCE: In no more than three (3) sentences please describe your experience with EXCEL (DESCRIBE YOUR LEVEL OF PROFICIENCY)
- * 9. ASSESSMENT APPEALS: Describe your experience with appeal hearings. Include experience preparing for appraisals for and testifying at assessment appeal hearings and assisting property owners, agents, land-lords and other parties of interest.
- * 10. SOLVING DIFFICULT & CHALLENGING SITUATIONS: The Appraiser will interact with a diverse group of individuals to solve problems. These groups and individuals may include county staff, neighborhood residents, property owners, and other stakeholders. Please describe a situation in which you have led and worked with a diverse group of individuals to resolve a difficult problem. Describe the approach and principles that guided you, and the ultimate outcome.
- * 11. ACCOMPLISHMENTS: Provide a summary of one work accomplishment that best demonstrates your skills, talents and abilities for the role of Appraiser. This could be a direct example of actual appraisal experience, or it could be experience in a different field of work, which demonstrates transferrable skill sets that show adaptability to the role of appraiser. Please outline your response using the "STAR" method: S = SITUATION - Provide a brief overview/description of the situation that you faced. T = TASK - Describe and explain the task(s) you performed. Was it part of a team? Give examples showing how you empowered others to act. What role did you play? A = ACTION - Describe in chronological order the actions and the steps that were taken. What steps did you perform? R = RESULT - Describe the outcome or result. What was achieved? What was learned? What would you do differently and could anything be improved upon for the next or similar project? Why?
- * 12. If you are a veteran, did you attach a copy of your DD214?
☐ Yes ☐ No

* Required Question