



KOOTENAI COUNTY
invites applications for the position of:

Residential Appraiser I

DEPARTMENT:	Assessor - Residential Appraisal
SALARY:	\$18.60 - \$20.03 Hourly
OPENING DATE:	06/16/21
CLOSING DATE:	Continuous
SUMMARY:	

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: <https://www.governmentjobs.com/careers/kcgov> by the Closing Date
Application must include cover letter, resume, references and responses to all questions in the Supplemental Questionnaire.

Kootenai County is interested in recruiting individuals in the field of appraisal. While it would be ideal to recruit an individual that is already an experienced appraiser, it is not always possible to do so. Therefore, the Kootenai County Assessor’s Office will consider applicants who can demonstrate experience and skills sets that are transferrable to the role of an Ad Valorem Appraiser.

Examples: Experience as Building Inspector; Construction, Real Estate Agent, or with a Title Company, etc.

THE POSITION: Under supervision by a more senior Appraiser (Appraiser II or Appraiser III), the Appraiser I performs semi-complex or complex inspections of urban, rural suburban and rural unimproved land and improved residential properties to facilitate the determination of market value for assessment purposes.

CONTACT US:

Human Resources (208) 446-1640

kchr@kcgov.us

GENEROUS BENEFITS

- 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 medical, vision and dental plans and benefits package.
- A public student loan forgiveness program
- 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 view our entire benefits package, visit: <https://www.kcgov.us/346/Benefits>

DO YOU QUALIFY?

- Do you have an Associate’s degree in a related field and 6 months’ work experience in a position equivalent to appraiser trainee or equivalent years of education and experience?
- Are you able to successfully complete and pass Appraisal Course 101 within 12 months of being assigned the duties of Appraiser I?
- 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 a working knowledge of material quality, cost of construction and of residential building types
- You enjoy working outside in all types of weather in addition to working inside
- You have a working knowledge of appraisal terminology
- You have good communication skills; you are good in working with people
- You have some knowledge of the laws of the State of Idaho as they relate to property assessment
- You have some knowledge of the assessment process and its inter-relationship with other county departments

OUR LOCATION: Located in beautiful northern Idaho, and home to approximately 165,697 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. To learn more about living in Kootenai County visit the following page: <https://www.kcgov.us/369/Living-in-Kootenai-County>.

Applicant 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 all questions in the Supplemental Questionnaire in a thorough and complete manner, as your responses may be used to determine your overall score. Please do not answer with “N/A” or “na” or "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

Apply at: <https://www.governmentjobs.com/careers/kcgov>

To view full job description, search for “Appraiser I” at:

<https://www.governmentjobs.com/careers/kcgov/classspecs>

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

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Residential Appraiser I 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. 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

- * 3. RELEVANT EXPERIENCE: Briefly describe your work experience and explain how it relates or transfers to the role of Appraiser I: REAL ESTATE APPRAISAL WORK OF ANY TYPE

- * 4. RELEVANT EXPERIENCE: Briefly describe your work experience and explain how it relates or transfers to the role of Appraiser I: WORK INVOLVING CONSTRUCTION OR INSPECTION OF BUILDINGS

- * 5. RELEVANT EXPERIENCE: Briefly describe your work experience and explain how it relates or transfers to the role of Appraiser I: REAL ESTATE SALES

- * 6. RELEVANT EXPERIENCE: Briefly describe your work experience and explain how it relates or transfers to the role of Appraiser I: WORK AT A TITLE COMPANY

- * 7. RELEVANT EXPERIENCE: Briefly describe your work experience and explain how it relates or transfers to the role of Appraiser I: WORK INVOLVING COMPUTER-ASSISTED DRAWING TOOLS

- * 8. RELEVANT EXPERIENCE: Briefly describe your work experience and explain how it relates or transfers to the role of Appraiser I: READING BUILDING PLANS, DRAWINGS AND BLUEPRINTS

- * 9. RELEVANT EXPERIENCE: Briefly describe your work experience and explain how it relates or transfers to the role of Appraiser I: STATISTICAL ANALYSIS OR COMPLEX MATHEMATICAL EQUATIONS

- * 10. RELEVANT EXPERIENCE: Briefly IDENTIFY ANY OTHER TYPE OF WORK TASK OR EXPERIENCE THAT YOU PERFORMED AND WHICH YOU BELIEVE IS COMPARABLE AND TRANSFERRABLE TO THE ROLE OF APPRAISER I

- * 11. MICROSOFT EXCEL: Please identify your level of proficiency that best identifies your expertise in Microsoft Excel:
 - No work experience with Excel
 - Less than one year's worth of work experience creating some spreadsheets
 - At least 1 year work experience creating spread sheets with formulas
 - 2 years, or more, work experience creating spread sheets complex formulas, graphs and charts
 - Have taught classes in Excel; or have 5 years, or more, work experience creating spread sheets complex formulas, statistical analysis, graphs, charts and pivot tables

- * 12. 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.

- * 13. If you are a veteran, did you attach a copy of your DD214?
 - Yes No

* Required Question