

Residential Appraiser

This is an exempt position with some evening and weekend work required to meet deadlines. Applicants must conduct themselves in a professional and ethical manner and will be required to pass a background check.

Primary Duties and Responsibilities:

- Field inspections, data collection, data entry and application of appropriate valuation techniques.
- Statistical Analysis of data.
- Communicate with homeowners and/or their representatives regarding valuations or other concerns.
- Represent the Appraisal District in informal and formal hearings before the Appraisal Review Board.

Required Knowledge, Skills and Abilities:

- Applicant will register with TDLR (if not already) and commit to obtain/retain their Registered Professional Appraiser license.
- Strong analytical and computer skills (i.e. Excel, Word, Access, GIS, Zoom).
- Experience in researching a database for specific information.
- Strong attention to detail and organizational skills.
- Excellent written and oral communication and customer service skills.
- Reliable transportation with a valid Texas driver's license and proof of auto liability insurance required.

Education and Work Experience

- Associate or Bachelors' degree preferred.
- Registered Professional Appraisal (R.P.A.) active license or working towards R.P.A. license preferred.
- High School diploma or equivalent required.

Benefits

- Salary range approximately \$41,000 to \$44,000 annually. Salary based on experience and qualifications.
- Vehicle allowance and phone reimbursement.
- Health insurance provided by the CAD,
- Hays County holidays, sick and vacation leave, retirement plan - vested after 3 years.

Resumes will be accepted until the position is filled. Final candidate must pass a background check and complete entrance exam.

Applications are available on our website at www.hayscad.com

Please send resume and completed application to kperkins@hayscad.com.