

## APPRAISAL INSPECTOR 1

Appraisal Inspector 1, under general supervision of the Chief Appraiser, primary role will be conducting site visits, recording the property characteristics, collecting, and analyzing data to establish fair market value. This position uses problem solving skills daily to resolve issues and maintain property records.

**Responsibilities** include (but not limited to) the following:

- Conducts inspections of residential and agricultural property to appraise for taxation purposes
- Conducts inspections of commercial and industrial property to appraise for taxation purposes
- Conducts research and compiles real estate market data
- Re-evaluates property
- Prepares reports and other documentation
- Provides information concerning appraisal procedures

**Knowledge and Experience** (Coursework, training, work experience, or equivalent combination)

- Completion of secondary education, 2-year associate degree or higher
- Completion of real estate classes preferred
- Three (3) years of real estate experience or equivalent preferred
- Strong analytical ability
- High level of attention to detail
- Strong verbal and written communication skills
- Must be a self-starter and work well independently
- Proficient and accurate computer skills
- Must have reliable transportation
- Ohio Driver's License (Required)

### Wages

- This position is a non-bargaining unit position
- Starting wage based on qualifications
- Excellent health, dental, prescription drug and vision plan; paid vacation, and sick days; outstanding retirement plan, promotional position. Core hours are 8:00AM to 4:30PM, Monday through Friday, and some overtime required.

Applicants must complete a standard application which is available at

<https://loraincountyauditor.gov/Forms/GetFile?fileId=6661> or can be picked up at the Lorain County Auditor's Office.

Applicants must also submit a resume and cover letter to make their applications complete. Incomplete applications will not be considered.

Send Application, Cover Letter & Resume to:

Lorain County Auditor  
Lorain County Admin. Bldg.  
226 Middle Ave., 2<sup>nd</sup> FL  
Elyria, OH 44035

OR

You can email a complete application, resume, and cover letter to [auditor@lcauditor.com](mailto:auditor@lcauditor.com)

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