

TARRANT APPRAISAL DISTRICT EMPLOYMENT OPPORTUNITY

Position Title
COMMERCIAL APPRAISER

Class Code
22-2000

Job Posting Date
10/23/2024

Examples of Job Duties/Responsibilities

- Locates/ discovers (using building permits and other means), performs on-site inspections, measures, collects and/or verifies previously collected data, and classifies improved and unimproved commercial properties for valuation purposes
- Performs accurate data entry to update and maintain commercial account data using TAD-specific mass appraisal system and utilizes other ancillary software including MS Office, Marshall Valuation Services, and Pictometry.
- Acquires knowledge and analyzes legal and economic market conditions relevant to commercial property valuation for a defined appraisal timeframe
- Adheres to established policies, procedures, and statutory requirements in performing appraisal task and determining market values
- Prepares estimates of market value for commercial vacant land and improved real property using generally accepted appraisal standards for mass appraisal
- Responds to inquiries, complaints, and informational request from property owners or their authorized agents over the telephone, in person, and/or via written correspondence
- Participates in informal value discussions, in person or by telephone, as requested by owners/consultants, to negotiate and offer settlement recommendations on completed records with notified values
- Prepares and presents information and defends appraisal district values before the Appraisal Review Board
- Performs other duties as assigned

Minimum Qualifications

- Bachelor's Degree in real estate, finance, business, accounting or a related field, with at least one year of relevant property appraisal or commercial property sales or leasing experience preferred or an equivalent combination of pertinent education and professional/technical training, with at least 2 years of relevant property appraisal experience
- If applicant is a current Texas Department of Licensing and Registration (TDLR) Property Tax Professional registrant, a minimum of 1 year of commercial appraisal experience, and working toward a Level III classification is preferred.
- Valid driver's license, vehicle with current safety inspection and registration status and minimum state-mandated liability insurance is required
- Basic computer and keyboard competence required

Starting Salary Range

\$53,664 - \$84,906, plus \$10,00 annual car allowance

Benefits Medical, dental, and life insurance; excellent paid vacation and sick leave benefits; 13 paid holidays; retirement plan; deferred compensation plan; an opportunity to be a part of a great team!

Applications (for current TAD employees, Job Bid Applications) *required*. Application forms issued/completed applications accepted online at TAD.org under careers section

Tarrant Appraisal District
2500 Handley-Ederville Road
Fort Worth, Texas 76118-6909

Completed applications accepted until: 5:00 PM, Wednesday, November 6, 2024

Conditions of Employment: Previous employment and any additional qualifications will be subject to verification. Persons selected for certain positions must pass a drug test before job placement. If driving is a job requirement, a driver's license and driving record check will be conducted. Criminal background checks will also be conducted prior to job placement.

The Tarrant Appraisal District is an equal employment opportunity employer.