



Latah County Assessor

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Latah County Courthouse
Moscow, Idaho 83843
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MEMBER
International Association
of Assessing Officers

Assessor
PATRICK J. VAUGHAN

Senior Deputy Assessor
JOAN CASS

May 18, 2017

Position Vacancy

Certified Appraiser

Full-time position, 40hrs/week, Latah County Assessor's Office
Starting Salary: \$30,000 - \$34,000+ depending on education and experience; excellent benefits

Must successfully complete Idaho tax appraisal certification within one year of employment.
Opportunity for performance-based salary increases and promotions.

Posted: May 18, 2017

Closing: Upon hire

Summary of Duties

- *Performs appraisals of real property in Latah County for property tax assessment purposes.
- *Physically inspects and documents property characteristics, components and accessories.
- *Performs computer data entry and reviews property updates for accuracy and equitable market values utilizing computer-assisted mass appraisal system.
- *Interacts daily with property owners and members of the public to answer inquiries and address issues concerning property appraisals, assessments, and how assessments relate to property taxes.

Minimum Qualifications

- *Bachelor's Degree and at least one year of work experience.
- *Must have valid Idaho drivers' license; must pass background investigation.
- *Good mathematical skills (calculating areas and percentages) and computer proficiency.
- *Strong verbal communications skills to effectively interact with public.
- *Must adhere to a professional code of ethics as a sworn Deputy Assessor.

Latah County provides veterans' preference in appointment to preference eligible applicants as defined by Idaho Code Title 65, Chapter 5. If you wish to seek this preference, please complete the information on the employment application and provide the requested documentation.

To obtain job application: Visit Assessor's Office at Latah County Courthouse in Moscow, see "employment" at www.latah.id.us, or email: assessor@latah.id.us or call 208-883-5710.