



**YANCEY COUNTY
VACANCY ANNOUNCEMENT**

DATE: May 3, 2019

YANCEY COUNTY is seeking a qualified individual for the following position:

TITLE: Business and Personal Property Appraiser, Yancey County Tax Department
Full Time Position

DESCRIPTION: Under general supervision, performs supervisory and administrative work assisting the Tax Assessor in the listing, appraisal, and assessment of all property for tax purposes. Is responsible for listing taxes, evaluating and reevaluating property, maintaining property records and other files, and handling appeals and public contact on tax assessments. Reports to the Tax Assessor.

QUALIFICATIONS: Graduation from high school; degree from a two or four year college or university preferred, one to three years experience in a finance, accounting, or tax related field; or any equivalent combination of training and experience which provides the required knowledge, skills, and abilities.

LOCATION: Primary duty station for the position is the Yancey County Tax Office located in Burnsville, NC.

SALARY: Salary dependent upon education/experience. Grade 60-62.

TO APPLY: Submit a Yancey County Application to the Yancey County Manager, 110 Town Square, Room 11, Burnsville 28714. Applications are available at the Yancey County Manager's office at 110 Town Square, Room 11, Burnsville or online at www.yanceycountync.gov/employment.

CLOSING DATE: Friday, May 17, 2019. Complete Application must be received by 5:00 p.m. in the Yancey County Manager's Office on the closing date. Late applications will not be considered.

HIRING AUTHORITY: The Yancey County Manager is the hiring authority for this position.

Equal Employment Opportunity Employer