



**YANCEY COUNTY
VACANCY ANNOUNCEMENT**

DATE: February 28, 2020

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

TITLE: Property Valuation Specialist
Part-time Position

DESCRIPTION: Under the supervision of the Tax Assessor, performs a variety of property valuation duties requiring a working knowledge of departmental rules, regulations, procedures and services. Work includes the use of modern office technology including word processing, spreadsheet and other software applications. Work also includes field work, visiting properties within Yancey County to measure and assess value. Work will be approximately 50% in office, 50% field work.

QUALIFICATIONS: Graduation from high school supplemented by business courses and some office experience; or an equivalent combination of education and experience. Will be required to complete NCDOR and NCAAO real property appraisal certification within two years.

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

SALARY: Pay Rate dependent upon education/experience. Grade 48/50.

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, March 13, 2020. 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