

Louisa County Assessor

Conveniently situated between Charlottesville, Fredericksburg, and the state capital of Richmond, Louisa County is accepting applications for the Assessor position.

The County Assessor is part of our Commissioner of Revenue's Office and will oversee and direct the Assessment department.

Essential Functions of Assessor

Performs professional administrative and supervisory work in planning, organizing and directing an effective and comprehensive assessment program.

Prepares departmental budget and monitors expenditures.

Responsible for supervising, training, and evaluating department staff.

Work involves supervising, participating in, and reviewing annual assessment of real property parcels in the County to establish the market value of all real estate for ad valorem tax purposes. Analyzes market data to update cost tables, depreciation tables, and land value tables. Must have ability to analyze factors which tend to influence the value of property.

Collects, analyzes, and interprets sales data. Must have thorough knowledge of the principles, practices, and relevant laws of property appraising for assessment purposes, thorough knowledge of building construction practices for building and land values.

Responds to difficult, unusual, and complex inquiries and explains/defends assessments. Inspects all appeal requests and makes changes if needed; provides the Board of Equalization with any information necessary to evaluate and decide cases of appeal.

Exercises initiative and independent judgment in ensuring an efficient and effective assessment program while exercising considerable tact and courtesy with taxpayers, public officials, and the general public.

Compiles data and research sales in assistance to the Virginia Department of Taxation for the annual ratio study as well as the "mini" study for the public service ratio.

Must have knowledge of modern principles and practices of real property assessment, particularly mass appraisals; knowledge of laws, rules and regulations covering real property appraisal and assessments; have the ability to interpret laws and or ordinances.

Education and/or Experience

- Bachelor's degree in a business-related field and or eight (8) years experience in a related field.

- Three (3) or more years in a supervisory role with the Appraisal profession
- Certification as Real Estate Appraiser or Virginia Real Estate Appraiser License

Preferred Qualifications

- Familiarity working with C.A.M.A. systems; Catalis preferred

Details of the position requirements and the job application can be obtained through the County's website at <http://www.louisacounty.com/jobs>. Please submit a resume along with your application.

Position open until filled. Requests for information and other inquiries can be submitted to HR@Louisa.org or by calling (540) 967- 3456. The County of Louisa is an Equal Opportunity Employer.