

**Kenneth Walker**  
*Chairman*

**Gary Teichmiller**  
*County Administrator*



**Kerry Watson**  
*Associate Commissioner, Place 1*

**Garry Marchman**  
*Associate Commissioner, Place 2*

**October 1, 2018**

**NOTICE OF JOB VACANCY**

Department with Vacancy: **Revenue Office (Reappraisal)**

Job Title: **Appraiser**

Schedule and Grade for Position: Office Hours, Monday-Friday 8:00 am – 4:30 pm  
Occasional Overtime may be required  
Grade TBD, Step TBD (based upon qualifications/experience)

Position Summary Description: The employee appraises and fixes value on all residential, commercial, industrial and rural properties in the county. Follows scheduled routes to perform field reviews and measure new construction. Updates property record cards and examines property to verify current use applications. Re-classifies property as needed. Assists taxpayers with questions and complaints.

Requirements for Position:

- Knowledge of the Alabama Appraisal Manual, the Code of Alabama and laws pertaining to the appraisal process
- Knowledge of the ad valorem tax system
- Certification (or the ability to become certified) as an Alabama Certified Appraiser through the State Department of Revenue.
- Practical appraisal experience in extensive commercial, industrial, apartment, farm and residual property commensurate with the requirements of the Department of Revenue guidelines for Appraiser.
- Must have a valid driver's license and an acceptable driving record that meets the County insurance carrier's standards for coverage
- Ability to communicate effectively with co-workers, the general public, and local and state officials
- Ability to work overtime as required and travel overnight to attend conferences and classes

Education: Must possess high school diploma (or equivalent) with at least two years of college level courses in business administration, accounting, taxation, law property valuation or related fields, Consideration will be given for courses offered IAAO, SRA or any other professional appraisal organizations. Prior appraisal training and experience will be considered in lieu of college education.

Any qualified candidate interested in the vacant position should contact Judy Bradford in the Personnel Department, located in the county courthouse, to fill out an application. Applications are also available for download at [www.co.cullman.al.us](http://www.co.cullman.al.us) Applications will be taken from 8:00am Monday, October 1, 2018 until position is filled (posted for a minimum of 7 days).

CULLMAN COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

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