



**JOB OPENING**

<b>JOB TITLE:</b>	<b>Assessor III</b>
<b>POSTING DATE:</b>	October 2, 2024
<b>CLOSING DATE:</b>	<b>Open Until Filled.</b>
<b>DEPARTMENT/DIVISION:</b>	Finance/Assessing
<b>EMPLOYEE GROUP:</b>	TPOAM
<b>EMPLOYMENT STATUS:</b>	Regular, Full-time
<b>WORK SCHEDULE:</b>	<b>ASAP</b> <b>Monday – Friday, 8:30 a.m. – 4:30 p.m.</b> , with minimal overtime
<b>SALARY:</b>	\$81,552 - \$93,300
<b>PREVIOUS WORK EXPERIENCE:</b>	Five or more years of appraisal experience including one or two years of commercial and industrial experience preferred. State of Michigan Advanced Assessing Officer Certification (MAAO) required. State Tax Commission Personal Property Examiner Certification (MCPPE) is preferred.
<b>EDUCATION:</b>	High school graduate or equivalent. Some college courses or college degree preferred.
<b>SPECIAL SKILLS &amp; TRAINING:</b>	Intermediate skills navigating a computer operating system. Proficient in use of Microsoft Office applications (Word and Excel) and Geographic Information Systems. Intermediate skills in BS&A Equalizer software and Apex software preferred. Must have a Michigan driver's license, and a good driving record.
<b>BASIC RESPONSIBILITIES:</b>	Appraises commercial, industrial, and personal property using BS&A Software. Interviews property owners. Examines plans and building permits. Sketches buildings and improvements using Apex Software. Assists the Board of Review on commercial/industrial appeals. Assists the public with answering questions along with other basic office functions.
<b>HOW TO APPLY:</b>	All candidates must complete a City of Farmington Hills <a href="#">employment application</a> . Applications are located at <a href="http://www.fhgov.com">www.fhgov.com</a> or in the Human Resources Department at City Hall (31555 West Eleven Mile Road Farmington Hills, MI 48336). Please email the completed application and supporting documents to <a href="mailto:hr@fhgov.com">hr@fhgov.com</a> or in person to the HR Department for consideration. Current employees should submit a letter of interest and resume to Human Resources.

**The City of Farmington Hills is an Equal Opportunity Employer.**

We work hard to enable all employees to succeed and, to that end, we welcome diverse talent and cultivate an inclusive environment that encourages collaboration and creativity. We're committed to building a workforce where people thrive by being themselves and are inspired to do their best work every day