



## **JOB ANNOUNCEMENT**

**Job Title:** Personal Property Appraiser I  
**Salary Range:** \$3,290-\$4,739 per month

**Applications will be accepted until November 17<sup>th</sup>, 2009**

Boulder County is a progressive community that encompasses over 740 square miles, is home to nearly 300,000 residents, supports an annual budget of \$280 million, and includes some of the most diverse, natural landscapes and smart-growth development along the Front Range. Our County's leaders and employees have long held a commitment to being stewards of our land, environment and community. From visionary open space, land use and sustainability policies to forward-thinking public service programs, our county government helps foster a vibrant, healthy and active community. As individuals and an organization, we value and respect diversity, striving for a high quality of life for all employees and residents. Our policies and practices reflect our dedication to providing the very best in public service.

### **Position Description**

The Boulder County Assessor's Office has an opening for a Personal Property Appraiser to perform a variety of complex computational, technical and record-keeping duties associated with business personal property. The appraiser will be working within a team structure and will be expected to be able to work cooperatively with team members. Duties will include: processing personal property declarations; applying cost, market and income approaches in accordance with statutory guidelines; understanding all aspects of personal property assessments; explaining tax laws and assessment processes to taxpayers; performing related duties as required.

### **Qualifications**

High school diploma or equivalent, two years of appraisal experience or any equivalent combination of education and experience. Experience in accounting or auditing of business personal property or related fields is preferred. Knowledge of existing laws and regulations that apply to business personal property appraisal is desirable. Prefer experience with Microsoft Word, Excel, Access and data entry. Completion of IAAO I and IAAO II courses would be helpful. Must possess and maintain a valid Colorado Driver's License.

### **Benefits**

Boulder County is a progressive employer offering a stable working environment, a comprehensive benefits package including health, dental and life insurance, PERA and Social Security retirement plans, wellness programs, paid vacation and holidays, bus passes and more. Check us out at <http://www.bouldercounty.org>.

### **Application Process**

An application must be completed for each position. No resumes accepted in lieu of application. Apply to Boulder County Human Resources, P.O. Box 471, Boulder, CO 80306; at the Courthouse East Wing at 2025 14th Street, Boulder, or apply on line at [www.bouldercounty.org](http://www.bouldercounty.org). Boulder County is a public employer; therefore all applications are public information.

**Deaf and hard of hearing assistance, call Relay Colorado 1-800-659-2656.  
Boulder County is an Equal Opportunity/Affirmative Action Employer**