

## JOB POSTING

<b>Position Title</b>	Assessments – Valuation Specialist
<b>Department</b>	Supervisor of Assessments
<b>Shift</b>	37.50 hours a week; Monday thru Friday; days
<b>Salary</b>	\$19.00-\$23.00 per hour
<b>Brief Job Description</b>	<p>Responsible for data collection, market analysis, and valuation of all new and existing commercial property in the County using the three approaches to value. Also responsible for processing all valuation changes submitted by Township Assessors.</p> <p>All duties are performed independently and require self-motivation and a professional attitude in the work environment. The valuation specialist must be able to do business with the public in sometimes difficult and adversary situations.</p>
<b>Education Requirements</b>	<ul style="list-style-type: none"><li>• High School Diploma or equivalent</li><li>• Experience in either the appraisal or the assessment field.</li><li>• Currently holds or willing to obtain the CIAO designation or a designation from another professional appraisal organization.</li></ul>
<b>Additional Comments</b>	<ul style="list-style-type: none"><li>• Required to hold a CIAO designation from the Illinois Assessment Institute and maintain that designation by completing 15 hours of continuing education each year.</li></ul>
<b>Instructions for Applying</b>	To Apply, go to <a href="https://www.vscyberhosting3.com/livingston/">https://www.vscyberhosting3.com/livingston/</a>
<b>Application Deadline</b>	Until Filled