

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 1410

TITLE: SENIOR REAL ESTATE APPRAISER

GRADE: S-25

DEFINITION:

Under general supervision, performs advanced-level professional real estate appraisal work to determine the value of commercial properties (e.g., rental apartments, industrial property, office buildings, vacant land zoned non-residential) and complex residential properties (e.g., vacant acreage zoned residential, agricultural properties and improved properties valued over one million dollars) for tax assessment purposes; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

Work of this class involves advanced level professional appraisal of properties which are heterogeneous in nature (i.e., commercial and complex residential properties), whereas the Real Estate Appraiser's work involves full performance professional appraisal of homogeneous residential properties.

ILLUSTRATIVE DUTIES:

(The illustrative duties listed in this specification are representative of the class but are not an all inclusive list. A complete list of position duties and unique physical requirements can be found in the position description.)

Collects data for appraisal analysis of commercial and complex residential properties;
Analyzes data and applies income approach as well as other traditional approaches in determining property value;

Defends assessments in the administrative appeal process and before the Board of Equalization;

Assists the litigation team in preparing the defense of assessments in Circuit Court;

Responds to requests for assessment information and interpretation of the appraisal process from County officials and staff, the Board of Equalization, property owners and the public;

Assists in the training of new Real Estate Appraisers;

May provide leadership for major appraisal projects.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

(The knowledge, skills and abilities listed in this specification are representative of the class but are not an all inclusive list.)

Knowledge of the principles and practices of appraising commercial and complex residential properties;

Knowledge of local government tax assessment principles, policies, and procedures;

Ability to compute real estate values using income, market sales and cost appraisal methods;

Ability to organize and summarize facts related to appeal cases;

Ability to communicate effectively, both orally and in writing;

CLASS CODE: 1410

TITLE: SENIOR REAL ESTATE APPRAISER

GRADE: S-25

Page 2

Ability to maintain effective working relationships with County officials, staff and citizens.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to:
Graduation from an accredited four-year college or university with a Bachelor's degree;
PLUS four years field experience in the appraisal of real property.

CERTIFICATES AND LICENSES REQUIRED:

Possession of a valid Motor Vehicle Driver's License.

REVISED:	May 25, 2011
REVISED:	July 22, 2010
REFORMATTED/REVISED:	December 3, 2007
REVISED:	August 29, 1994