

City of Auburn  
Senior Appraiser/Appraiser

The City of Auburn is offering an outstanding opportunity for either a Senior Appraiser or Appraiser dependent on qualifications and experience. The qualified candidate is responsible for listing and rendering the value of real estate and personal property located in the City. This position will support the administration of fair and equitable property assessment according to just value.

This is one open position that requires critical thinking skills, initiative, and sound judgement. The right candidate represents the City of Auburn and must convey a professional image and excellent customer service.

The ideal person will possess or is motivated to acquire the knowledge, skills, and abilities to complete assessing duties such as field inspections, data analysis, data entry, deed research and interpretation and more. As assigned, the candidate for this position may review deeds, edit parcel dimensions, research sales, and perform sales ratio studies. As an agent of the State of Maine, an appraiser must be familiar with and adhere to State law. The Appraiser recognizes an annual assessing calendar that includes deadlines and statutory obligations. In practice, the Appraiser will consider all three recognized valuation methods, the income, cost, and sales comparison approaches to value. The Appraiser has the ability to develop value conclusions which reconciles the approaches to value.

Recommended qualifications are as follows:

- Current Maine Assessors certification (CMA) or ability to obtain within 18 months of hire.
- State of Maine Driver's license with a clean driving record
- Must be able to pass a pre-employment physical and drug test
- Must be a high school graduate or have acquired a GED
- An associate or bachelor's degree and/or educational courses and work experience in a related field.

Willing to train motivated candidates interested in a career in property appraisal for the Appraiser position.

Depending on qualifications and the level of experience either the Appraiser or Senior Appraiser position will be filled. Either of these positions have the potential for advancement.

The City of Auburn offers outstanding health insurance coverage, life insurance, dental, vision, retirement options including MainePers, Public Student Loan Forgiveness and other supplemental benefits including training and educational opportunities to provide potential advancement into leadership opportunities and/or specialized fields in assessing. Persons with municipal, real estate, inspection, survey, mapping, or title experience are encouraged to apply. The salary is commensurate with experience and is negotiable.

Interested parties should submit cover letter and resume to Christine Mumau, Human Resources at [cmumau@auburnmaine.gov](mailto:cmumau@auburnmaine.gov) or mail to 60 Court Street, Auburn, Maine 04210

Opportunity will remain open until the position is filled.

The City of Auburn is an Equal Opportunity Employer.