

REAL PROPERTY APPRAISER III

Department: Assessor
Classification: Competitive
Specification Number: 1387
Approved: 8/15/25
Revised: By JG

MINIMUM QUALIFICATIONS

OPEN COMPETITIVE

Either:

- a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree, and four (4) years of full-time experience in the appraisal, assessment or other valuation of real property; or,
- b) Graduation from standard senior high school or possession of a high school equivalency diploma, and eight (8) years of full-time experience in the appraisal, assessment or other valuation of real property.

PROMOTIONAL

Two (2) years of permanent competitive status as a Real Property Appraiser II.

NECESSARY SPECIAL REQUIREMENT

At the time of appointment and during employment in this title employees must possess a valid license to operate a motor vehicle in New York State.

For open competitive appointments only, completion of a basic course of training prescribed by the New York State Board of Equalization and Assessment, during the first year of employment.

DISTINGUISHING FEATURES OF THE CLASS

Under general supervision, an employee in this class prepares advisory appraisals for the Town Assessor, and for properties whose appraisals are complex and require the use of engineering and economic factors. Work is reviewed by the Assessor through conferences and reports. Does related work as required.

TYPICAL WORK ACTIVITIES

- Assesses and appraises complex commercial and industrial properties;
- Advises local assessors on procedures for the preparation and maintenance of assessment rolls, property records cards and other documents pertaining to real property assessment and taxation;
- Supervises and trains appraisal staff;
- Maintains files of appraisals and sales.

KNOWLEDGE, SKILLS, ABILITIES and PERSONAL CHARACTERISTICS

Thorough knowledge of the principles and practices of real property appraisal and assessment; thorough knowledge of appraisal techniques for commercial and industrial properties; thorough knowledge of Town property values relative to specific geographical areas; ability to plan, supervise and review the work of personnel in a manner conducive to full performance and high morale; ability to express oneself clearly and concisely, both orally and in writing; physical condition commensurate with the demands of the position.