

Real Estate Manager – Deputy Commissioner of the Revenue

The County of Augusta has an opening for a Real Estate Manager in its Commissioner of Revenue's Office. This position will be responsible for complex professional and administrative work in planning, organizing and directing the appraisal and assessment of real property in the county. Must have thorough knowledge of practices, principles, and techniques of real estate assessment and ability to interpret complex legal documents and conduct deed research. Strong understanding of parcel maps and GIS mapping; and be able to utilize GIS layers in the performance of assessment and equalization of property. Responsible for boundary changes, splits, subdivisions, and combinations of property for taxation. Supervise real estate employees including hiring, training, evaluation, and division of duties. Responsible for responding to taxpayer inquiries about property valuations and characteristics as well as preparing, and testifying in hearings at all levels.

The successful candidate must have the ability to deal positively with the public and possess strong oral and written communication skills. Ability to work with databases and excel spreadsheets. This position requires a combination of education and experience equivalent to graduation from an accredited college or university with major course work in real estate, business management, or economics, real estate law or extensive experience in real property appraisal. Hold professional certification or ability to acquire professional certification.

The County offers an excellent fringe benefit package. Hiring salary is \$76,618 - \$84,280 DOQ. The county application can be completed online at www.co.augusta.va.us. Completed applications along with a resume and cover letter can be emailed to hr@co.augusta.va.us. This position will be open until filled. Equal Opportunity Employer.