

Market Range Detail - Appraiser Trainee

Effective Date

May 6, 2009

Market Range Title Description

Positions in this market range title are responsible for learning all aspects of property appraisal in various disciplines (i.e. residential, commercial, land, agriculture or commercial personal property) in preparation for movement to the Appraiser Market Range Title. Primary duties include providing information collection, organization, basic analysis, and other appraisal support for simple properties within an assigned discipline. May be responsible for researching and assisting with determining ad-valorem assessments for land, residential, personal, and commercial properties. Incumbents work under close supervision and review of work in preparation to achieve Arizona Department of Revenue (DOR) Level I Certification.

Market Range

Minimum Hourly Rate	Midpoint / Hiring Maximum	Maximum Hourly Rate
\$15.06	\$18.41	\$21.76

Likely Minimum Qualifications

- Bachelor's Degree, preferably in real estate, property appraisal, civil engineering/planning, accounting or a related field OR four years experience in real estate, real or personal property appraisal, construction or a related field (other combinations of post-secondary education and experience may be considered in substitution).
- A valid AZ Driver's License and a personal vehicle (plus current registration and proof of in-force automobile insurance) are required to conduct field data collection and appraisal duties.
- Attainment of DOR Level I Certification within 15 months of hire.

Working Titles

- Appraiser I

Glossary:

Market Range Title: Broad grouping of related positions with like job responsibilities and qualifications. Market Range Titles typically include positions ranging from entry level to senior/lead level unless indicated otherwise.

Effective date: The date the salary range was implemented for use.

Market Range Title Description: Broad description of sample job duties and responsibilities of positions included in the Market Range Title. Each position included in a Market Range Title also has a job description that is specific to the department. Departments are responsible for writing and maintaining job descriptions for positions in their department. Employee Compensation is responsible for writing and maintaining Market Range Title Descriptions.

Likely Minimum Qualifications: Typical minimum qualifications for positions assigned to the Market Range Title. Because a broad group of jobs in different departments are included in a Market Range Title, minimum and preferred qualifications may vary slightly depending on the area of assignment.

Market Range: The minimum, midpoint, and maximum salary points for all positions included in the Market Range Title.

Hiring Range: The hiring range for all positions is ordinarily the minimum of the market range to the midpoint. The use of a different hiring range must be approved by Employee Compensation. Departments should use a hiring range that is within their funding capabilities and are required to comply with the County's Funded Position Policy ensuring that applicants are extended a rate that is supported by the department's budget.

Working Title: The specific title used by a department to identify a position within their organizational structure. Use of working titles is flexible and aimed to assist departments in identifying the unique functions and responsibilities of each position and is representative of the assigned Market Range Title. Ordinarily, supervisory and/or managerial titles should not be used for positions not assigned to a supervisory and/or manager Market Range Title.