



Deputy Appraisal Director (Hybrid eligible)

Compensation: Minimum \$82,222.40

Employment Status: Full-time

FLSA Status: Exempt

Civil Service Status: Unclassified

The Franklin County Auditor's Office is seeking a Deputy Appraisal Director to join the Real Estate team.

Who are we?

The Franklin County Auditor's Office is dedicated to serving the community by ensuring fairness and accuracy in weight and measures across the county. Our mission is to protect and empower consumers, making sure they receive what they rightfully pay for at gas pumps and retail store scanners. As a trusted steward of county finances, we strive to promote fiscal responsibility and innovative initiatives that benefit all residents of Franklin County.

In addition to these important responsibilities, we assess property values to determine fair property taxes, while also working to provide tax relief for senior and citizens who are disabled. We understand the importance of supporting vulnerable populations and strive to make the process as accessible and accommodating as possible.

We are committed to upholding state regulations by ensuring that our furry friends are licensed. As required by state law, we proudly license dogs, recognizing the significance of responsible pet ownership within our community.

At the Franklin County Auditor's Office, we value the diversity of our residents and businesses and strive to create an environment of fairness, inclusivity, and equity in all our endeavors.

What will you do?

Manages and supervises all assigned employees(e.g., schedules and assigns tasks; interviews job applicants; recommends the hiring of job applicants; recommends discipline; evaluates performance; receives employee complaints; approves and recommends the approval of leave requests; attends or participates in meetings in which policy questions are reviewed or discussed; develops and implements policy; recommends policy changes, etc.); responsible for managing the day to day operations within the appraisal department (e.g., director stand ups; meetings with Chief of Staff and Deputy Chief of Staff; daily report with staff; staff meetings; tax incentive and CAUV updates, etc.).

Assists Director with monitoring, advising, and supervising the contract appraisers that are utilized in the performance of the annual new construction, Triennial, and Sexennial contracts; informal reviews after Triennial and Sexennial years; answers all questions related to these contracts and ensures the quality control standards are being adhered to; develops planning calendars for each contract appraisal function to ensure adequate staffing and completion (e.g., annual maintenance and new construction; triennial

update, sexennial reappraisal, etc.); monitors monthly status meetings to ensure that the completion of the contracts meet statutory requirements; submits bi-weekly status reports from production and manpower reports submitted by the contract appraisal company; answers all value and procedures related questions from the contract appraisers.

Leads planning and strategy meetings with Director; plans and strategizes concerning Annual Maintenance, New construction, Triennial Update, Sexennial Reappraisal and informal reviews; conducts CAMA discussions about problems and solutions with department supervisor; conducts informal staff appraiser discussions concerning problems and questions; conducts follow up meetings on progress concerning Annual Maintenance, New Construction, the Triennial Update and the Sexennial Reappraisal; interacts with staff on a daily basis concerning problems or potential problems; reviews Annual Maintenance, New Construction, Triennial Update, and Sexennial Reappraisal contracts every three (3) years to make sure that they are properly worded and inclusive of the needs and wants of the Auditor's Office for the upcoming three (3) year cycle.

Stays informed as to the local changes in the market place in Franklin County as well as macro changes in the market place that will or might have an impact on the local real estate market; stays on top of market metrics from published sources for usage in developing market models in use by the CAMA system, and the market guidelines for both staff and contract appraisers for the three approaches to value (the cost, the income approach, and the sales comparison approach); must understand and be able to explain any issues with the CAMA system with its ability to function properly; troubleshoot issues that might have a negative impact on future valuations set for annual maintenance and new construction, the Triennial update, and the Sexennial Reappraisal Valuations.

Performs appraisal functions as needed (e.g., performs on-site inspections of residential, agricultural, or commercial properties (e.g., new construction, farms, additions, razing's, commercial property, public utilities, etc.); compiles market data from research and records; assembles data and writes appraisals for taxing purposes; checks real property sales records against recorded appraisal and determines market value; performs same function for manufactured homes taxed like real estate; measures structures and defines factors (e.g., water and sewer systems, age of structure, condition, etc.) to determine value for tax purposes according to prescribed schedule; performs same function for manufactured homes taxed like real estate.

Acts as Senior Appraiser and teacher/trainer (e.g., trains the staff appraisers in technical or, experiential methods; imparts all knowledge to staff in a manner that makes staff think about what they are doing and what different ways they could handle the same problem, etc.); maintains Ohio Certification and capable of being an expert witness; serves as back up for the Appraisal Director.

Who should apply?

We encourage individuals with possession of a Bachelor's degree in business administration, real estate or related discipline and a minimum of 10 or more years of direct appraisal/assessment experience with 5 years specializing in commercial and industrial appraisal; or equivalent mass appraisal/project management experience and IAAO designations with a minimum of 10 or more years related experience; knowledge of principal, practices and techniques utilized in the appraisal of all categories of real property. Thorough knowledge in Computer Assisted Mass Appraisal (CAMA). Ability to plan, organize, supervise, coordinate and direct assigned staff in a manner conducive to maximum performance and high morale.

Must possess a certified appraisal license issued by the State of Ohio or equivalent IAAO designations; however, candidates actively working toward obtaining the license may be considered. Must possess a valid Ohio driver's license and maintain insurability under the County's vehicle insurance policy.

We believe in the power of diversity and inclusivity, and we want to create an exciting and equitable environment for all. You belong here, and we encourage you to apply today!

Why should you work here?

We believe in providing an exceptional benefits package that recognizes the value of our employees: Some of our benefits include:

1. **Healthcare:** We offer a competitive medical, dental, and vision plan with low-cost deductibles.
2. **Public Loan Forgiveness:** As a public employee, your student loans can be forgiven after making the required monthly qualifying payments.
3. **Education Reimbursement & Training:** We invest in your growth and development by allowing you to expand your skills.
4. **Free-Parking Program/COTA Buss Pass:** Take advantage of the free parking program available through a lottery process annually; employees of the County get free weekday access to the Central Ohio Transit Authority (COTA) system.
5. **Wellness Incentive Program:** Our wellness incentive program rewards you with monetary incentives for engaging in healthy activities and maintaining a balanced lifestyle.
6. **Generous Time Off:** You deserve time for yourself and your loved ones. Enjoy 32 hours of personal leave per calendar year, 2 floating holidays, and 12 paid holidays annually. Additionally, accumulate sick and vacation leave for well-deserved breaks.
7. **Hybrid Work Schedule:** We understand the importance of work-life harmony. For most positions, we offer a hybrid work schedule that allows flexibility in where you work, promoting a healthy integration of personal and professional life.
8. **Emphasis on Diversity and Inclusivity:** We celebrate and embrace diversity in all its forms. Our office is committed to creating an inclusive and equitable environment where everyone feels valued and empowered.