

### **LEVEL III**

The City of Greenville is seeking to contract with a part-time LEVEL III Assessor.

The LEVEL III Assessor must have a thorough knowledge of the principles and practices of appraising, be familiar with BS&A and Apex Software and will be responsible for Real Property Appraisals including identifying, inventorying, determining market values and calculating assessed valuations in accordance with the State Tax Commission regulations, methods and procedures to ensure fair and equitable assessments.

Duties will also include, but are not limited to, sales analyzes, depreciation studies, land divisions, attendance at Board of Review, and completion of State Tax Commission reports and forms and overseeing Michigan Tax Tribunal appeals.

Contract fees negotiable.

Please send cover letter and resume to George Bosanic, City Manager, City of Greenville, 411 S. Lafayette St., Greenville, MI 48838 , FAX to 616-754-6320 or e-mail to [gbosanic@greenvillemi.org](mailto:gbosanic@greenvillemi.org) Resumes accepted until position filled.