

**SMITH COUNTY APPRAISAL DISTRICT**

245 SSE Loop 323  
Tyler, Texas 75702  
Tel 903 510 8600  
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**POSITION VACANCY ANNOUNCEMENT**

**JOB TITLE:** STATISTICAL ANALYST/APPRAISER

**DIVISION:** APPRAISAL

**TDLR REGISTRATION:** REQUIRED

**DESCRIPTION:**

In a leadership role performs the functions associated with the appraisal of all property; assists in statistical analysis of market and appraisal data. Works under the direction of assigned Senior Analyst/Appraiser.

**EXAMPLES OF DUTIES:**

Assumes leadership role in achieving completion of district goals.

Performs appraisal of various categories of property, including the determination of appropriate appraisal methodology.

Coordinates work flow to achieve timely completion of assigned tasks.

Coordinates the collection and verification of sales data and performs statistical analysis of market and appraisal data.

Receives and resolves inquiries from property owners.

Implements adjustments to CAMA system to achieve targeted levels of appraisal accuracy & uniformity.

Prepares data and represents the district in Appraisal Review Board hearings.

**QUALIFICATIONS:**

Complete training to understand computer assisted appraisal systems and perform complex statistical analysis. Ability to communicate effectively with coworkers, supervisors, and the general public. Must be able to successfully complete Texas Department of Licensing and Regulation registration requirements and advancements.

**EDUCATION AND EXPERIENCE:** College graduate, prefer graduate degree in statistics.

**SALARY RANGE:** COMMENSURATE WITH EXPERIENCE

**CLOSING DATE:** UNTIL FILLED

**EQUAL OPPORTUNITY EMPLOYER**