

Buffalo County Appointed Assessor

Purpose:

This position is to complete the current term of the County Assessor.

General supervision over and direction of the assessment of all property in Buffalo County

Qualifications:

Must hold a county assessors certificate issued pursuant to section 77-422

Must be a resident of Buffalo County when he or she holds office

Preferred Qualifications:

Hold a valid Nebraska driver's license

Have a Bachelor's Degree or equivalent

Possess good relational and communication skills

Ability to read, understand, and explain a legal description

Ability to handle sensitive, personal, identify information in a confidential manner

Ability to understand and follow statutes, regulations and Property Assessment Division directives

Essential Physical Demands and Typical Working Conditions

Work is generally performed indoors in an office setting. Work may be performed outdoors and in inclement weather

Must be able to carry, stand, drive, kneel, speak, squat, hear, push, climb, walk, sit, reach, and pull on a regular basis

Must be able to lift at least 50 lbs unassisted

Must be able to stand or walk for an entire day

An applicant must be able to comply with all physical requirements of the position and must pass a detailed background check

Wages:

Pro-rated portion of \$68,958.50 for 2017 as set by the Board of Commissioners based on start date

Application Submission:

Please submit a complete application, resume, and cover letter to:

Buffalo County Board Administrator

1512 Central Avenue

PO Box 1270

Kearney, NE 68848

Applications will be accepted until 5:00 p.m. on February 10, 2017

Finalists will be interviewed during a public meeting and employment will be subject to approval by the Buffalo County Board of Commissioners

We are an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin, or disability.

Accommodations for individuals with disabilities are available upon request. Please contact the ADA Coordinator at (308) 236-1224 at least 48 hours prior to the meeting or the activity you would like to attend, or 48 hours before the date you need to access our facilities or services, if accommodations are required.