

Auditor-Appraiser II/III

Hiring Range Level II: \$ 4,179- \$ 4,597 Monthly + Benefits
Hiring Range Level III: \$ 4,571 - \$ 5,029 Monthly + Benefits



About the Position:

The County of Yuba is currently recruiting for the position of **Auditor-Appraiser II/III** in the Yuba County Assessor's Office. This position performs a variety of routine to complex business, personal, agricultural and other business audits and assessments for taxation purposes; assesses commercial, industrial, rural and residential real and personal property; performs related work as assigned. Placement to this flexibly staffed position is normally determined by level of experience, demonstrated capability for performing skilled audits and appraisals and certification level received under California state requirements. As experience is gained, the work becomes more complex and is performed under more general supervision. Incumbents at the III level may also assist with the training of less experienced staff or be assigned to special projects. ***Due to the current staffing and workload needs of the department, the County is seeking candidates who meet the qualifications of the II and/or III level.

Ideal Candidate:

The ideal candidate will have knowledge of accounting, record keeping, auditing, business principles, practices, methods, and terminology, and basic financial analysis. The ability to analyze accounting data, exercise sound judgement in the development, analysis, and evaluation of appraisal information and to maintain cooperative working relationships with the public.

Required Qualifications:

Auditor-Appraiser II Minimum: Four (4) year college or university degree with a specialization in accounting OR is a licensed accountant in the State of California; OR has a four (4) year college or university degree in a field related to the work (finance, economics, real estate, business administration) AND has passed the state, city or county civil service or merit system examination regularly given for the position of accountant or auditor by the testing body; AND possess a valid Appraiser's Certificate from the California Board of Equalization AND two (2) years of equivalent experience to the County's class of Auditor-Appraiser I.

Preferred: In addition, four (4) years of equivalent experience to the county's class of Auditor-Appraiser I.

Auditor-Appraiser III Minimum: Four (4) year college or university degree with a specialization in accounting OR is a licensed accountant in the State of California; OR has a four (4) year college or university degree in a field related to the work (finance, economics, real estate, business administration) AND has passed the state, city or county civil service or merit system examination regularly given for the position of accountant or auditor by the testing body; AND possession of a valid Advanced Appraisal Certificate from the California Board of Equalization

AND two (2) years of equivalent experience to the County's class of Auditor-Appraiser II.

VALID CERTIFICATION

REQUIRED WITH APPLICATION:

Level II: Valid Appraiser's Certificate from CA BOE

Level III: Advanced Appraisal Certificate from CA BOE

Special Requirements: All levels must comply with California Code Sec. 670 thru 673 requirements; possess a valid advanced appraisal certificate from the California Board of Equalization prior to advancement to the III level; ability to obtain a valid California Class C driver's license within ten (10) days of employment; maintain throughout employment; Must successfully complete an extensive and thorough background investigation which includes Live Scan fingerprinting prior to hire; will be required to perform disaster service activities pursuant to Government Code 3100-3109.

About Yuba County:

Yuba County is situated in the Northern Sacramento Valley, approximately 40 miles north of the State Capitol in Sacramento and two hours away from San Francisco and Lake Tahoe. The boundaries stretch from the farms and orchards of the valley to the timberlands of the Sierras. Yuba County offers its residents the many advantages of a rural lifestyle away from the pressures of the urban areas. The County's rivers, lakes and outdoor recreation areas provide excellent hunting, fishing, boating and skiing opportunities. Our County vision is to create a "golden" future for Yuba County by inspiring a community of participation, embracing our unique history, and discovering the wealth of our untapped potential.

Essential Job Duties:

- ◆ Review and analyze annual filings of business, rental property and agricultural activities and financial statements; follow-up when statements have not been filed with the County to determine the status of the business.
- ◆ Analyze the value of owned and leased business and personal property, including boats and aircraft, for taxation purposes.
- ◆ Appraise industrial, commercial, rural and/or residential real properties, and/or other real property for taxation purposes.
- ◆ Audit business and accounting records, including financial statements to verify activities, costs, dates of business and location of equipment and fixtures.
- ◆ Review leased property files to ensure that the lessee and lessor are not doubly-assessed.

The County of Yuba is an Equal Opportunity Employer (EOE) and participates in the E-Verify program.

Work With Us!

County of Yuba Human Resources
915 8th Street, Suite 113
Marysville, CA 95901
(530) 749-7862

Final Filing Date:
OPEN UNTIL FILLED

For specific details, a complete benefit summary and to apply please visit:

<https://www.calopps.org/yuba-county>