

**TARRANT APPRAISAL DISTRICT  
EMPLOYMENT OPPORTUNITY**

Position Title  
**SENIOR BUSINESS PERSONAL  
PROPERTY APPRAISER**

Class Code  
**23-1500**

Job Posting Date  
**1-07-2025**

Examples of Job Duties/Responsibilities

- Locates/discovers, performs on-sight inspections and re-inspections, determines applicable square footages, collects and/or verifies previously collected data, and classifies moderately complex to complex business personal properties for property valuation purposes
- Reviews and calculates renditions and assesses acceptability of information
- Applies appropriate rate tables, depreciation schedules, and other pertinent factors, and adheres to established policies, procedures, and statutory requirements in arriving at business personal property market values
- Adds, deletes, and corrects inaccurate business personal property account information
- Responds to inquires, complaints, and informational request from property owners or their authorized agents over the telephone, in person, and/or via written correspondence and e-mail
- Represents the district in informal value protest sessions
- Prepares and presents information and defends appraisal district values before the Appraisal Review Board
- Makes recommendations for resolving value disputes to those with decision-making authority
- Trains or assists in training junior business personal property appraisers
- May review and provide input regarding litigated accounts

Minimum Qualifications

- Bachelor's degree in real estate, business, finance, accounting, or a related field plus at least five years of relevant property appraisal experience or an equivalent combination of pertinent education and professional/technical training, with at least eight years of relevant property appraisal experience
- Current designation as a Registered Professional Appraiser by the TDLR
- Possess thorough knowledge of the Texas Property Tax Code and mass appraisal systems
- Personal computer competence essential, especially in Excel spreadsheets
- Valid driver's license, vehicle with current safety inspection sticker, and minimum state-mandated liability insurance required

Starting Salary Range

**\$59,030-\$103,379 subject to qualifications and experience, plus \$10,000 annual car allowance**

**Benefits Medical, dental, and life insurance; excellent paid vacation and sick leave benefits; 11 paid holidays; retirement plan; deferred compensation plan; an opportunity to be a part of a great team !**

**Applications (for current TAD employees, Job Bid Applications) required. Application forms issued/completed applications accepted online at TAD.org**

**Tarrant Appraisal District  
2500 Handley-Ederville Road  
Fort Worth, Texas 76118-6909**

**Completed applications accepted until: 5:00 PM, Tuesday, January 21, 2025**

**Conditions of Employment: Previous employment and any additional qualifications will be subject to verification. Persons selected for certain positions must pass a drug test before job placement. If driving is a job requirement, a driver's license and driving record check will be conducted. Criminal background checks will also be conducted prior to job placement. The Tarrant Appraisal District is an equal employment opportunity employer.**