

The Town of Hermon is currently accepting resumes for the appointed position of Assessor. The Assessor performs professional valuation for assessment of real property in the Town of Hermon. Annually values and revalues each parcel of real property, Utilizes and maintains current tax maps and appraisal cards. Attends all hearings of the Board of Assessment Review. Makes changes in assessments in accordance with Law as directed by the Board of Assessment Review. Attends the public examination of the tentative assessment roll at times prescribed by Law, receives complaints files and transmits them to the Board of Assessment Review and prepares reports of assessment activities as required by the Town of Hermon or the New York State Board of Real Property Services. Reviews and makes determinations with respect to applications for tax exemptions. Working knowledge of making an appraisal of types of real property which are regularly sold, working knowledge of theory, principles and practices of real property valuation and assessment. Working knowledge of residential and commercial building construction methods, materials and their costs. Working knowledge of law governing the valuation and assessment of real property. Ability to establish and maintain effective working relationships with the public, municipal officials and the Assessment Review Board. Integrity, tact, courtesy and good judgment required. Candidates will be required to complete any mandated training as established by the New York State Office of Real Property.

MINIMUM QUALIFICATIONS: Bachelor's Degree and six (6) months of satisfactory full-time paid experience in an occupation involving the valuation of real property such as assessor, appraiser, valuation data manager, real property appraisal aide, OR Associate's Degree and one (1) year of the experience, OR high school diploma or high school equivalency diploma or possession of an Individual Education Plan diploma and two (2) years of experienced, OR Certification by the New York State Office of Real Property Tax Services (ORPTS) as a candidate for assessor.

Return resume to the Town of Hermon, 109 Church Street, Hermon, NY 13652 or email to

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