

Part-Time Assessor

TOWN OF TUPPER LAKE

The Town of Tupper Lake is seeking qualified applicants for the position of Part-Time Assessor. This position is responsible for performing duties related to the assessment of real property within the Town in accordance with New York State Real Property Tax Law.

Responsibilities

- Maintain and update property assessment records
- Review property data and conduct field inspections as needed
- Assist property owners with assessment-related inquiries
- Prepare assessment rolls and required reports
- Ensure compliance with New York State assessment regulations

Qualifications

- Knowledge of real property assessment principles and practices
- Strong organizational and communication skills
- Ability to work independently and maintain accurate records
- New York State Assessor certification preferred, or ability to obtain certification in accordance with state requirements

Compensation

- Pay is negotiable and will be based on qualifications and experience.

HOW TO APPLY

Interested applicants should submit a letter of interest and resume to:

Town of Tupper Lake

120 Demars Blvd., Tupper Lake, NY 12986

Email: clerk@townoftupperlake.com

The Town of Tupper Lake is an Equal Opportunity Employer.