

The seal of San Joaquin County, California, is a circular emblem. It features a central figure of a woman holding a scale of justice, with a plow and a sheaf of wheat on either side. The words "SAN JOAQUIN COUNTY" are written around the top inner edge, and "CALIFORNIA" is at the bottom. The year "1809" is also visible.

San Joaquin County Employment Opportunity

PRINCIPAL APPRAISER

Assessor-Recorder-County Clerk's Office

About the Position

The San Joaquin County Assessor-Recorder-County Clerk's Office is seeking an experienced professional for the role of Principal Appraiser. This position assists in the administration and evaluation of comprehensive real property appraisal programs in the office of the County Assessor.

This is the first level management class in the Appraiser series. The incumbent directs and oversees the work of supervisory, professional and technical staff in the Valuation Division. The incumbent plans and directs real property appraisals and evaluations, including audits and establishes policies and procedures to maintain program quality.

The Ideal Candidate

An ideal candidate will be an experienced real property appraiser or auditor-appraiser that will model strong work ethic and leadership skills, including accountability for oneself and others; be an innovative, effective problem solver with the ability to manage administrative and operational challenges. Incumbents should demonstrate a strategic approach to the organization's objectives and possess excellent oral and written communication skills.

About the Department

The San Joaquin County Assessor-Recorder-County Clerk's Office is a mandated function responsible for producing annual property assessment rolls, the basis of property tax revenue. The Assessor-Recorder-County Clerk's Office discovers, values and enrolls all taxable property in San Joaquin County.

The Assessor-Recorder-County Clerk's Office also investigates and values all new construction, determines status under the Revenue & Taxation Code and reappraises all properties with a change in ownership, administers various tax exemption programs, and maintains countywide ownership data, property maps and serves as custodian of public records, recorder of real property documents and notary public bonds. The office also issues and registers marriage licenses, vital statistics and other public documents.

Recruitment Announcement
1022-RB4306-01
Equal Opportunity Employer

Human Resources
44 N. San Joaquin Street
Third Floor, Suite 330
Stockton, California 95202
Phone: (209) 468-3370

SAN JOAQUIN
— COUNTY —
Greatness grows here.

Make San Joaquin County your new home!

A land of beauty, recreation and natural riches-from the waters of the Delta to the vines of the wine, San Joaquin County has it all. San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.

Arts, Culture, and Recreation

The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and Stockton Children's Museum are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of celebration about individual customs, foods and cultures.

San Joaquin County government provides nine community parks for boating, camping, and picnicking, swimming and organized sports. Annual family events include the Asparagus Festival, attended by thousands of fun-seekers from the County and beyond.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The County-owned and operated Micke Grove Park offers a zoo, rides and a historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor to north of Sacramento and offering access to the San Francisco Bay.



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Education

From preschool to higher education, the County has it covered with an abundant array of public or private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus-Stockton Center, Humphreys College and Law School, National University, and the San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The County's 17 school districts provide families with a wide choice for children's educational development.



Agriculture

The county is one of the most agriculturally rich regions in California. Grapes are the leading commodity, with 98,000 bearing acres, much of that in wine grapes. Over 85 wineries within the Lodi Appellation offer opportunities for tasting and special events.

Almonds, walnuts, tomatoes and cherries round out the top crops, with an abundance of other produce. Weekly farmers markets throughout the county offer a cornucopia of fresh fruit and vegetables. Fruit stands and pick-your-own produce farms dot the countryside.

Housing

Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas.

Housing ranges from new developments to historic homes found mostly in central Stockton and downtown Lodi. San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area provides.

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Principal Appraiser

Typical Duties

- Plans, organizes, coordinates and directs real property appraisal programs; selects, schedules, assigns, directs, and evaluates subordinate supervisory, professional and technical staff.
- Analyzes and interprets new and impending legislation affecting the Assessor's functions; reports changes and recommends action and methods to effect implementation; monitors implementation to assure that legislative mandates are being met.
- Develops and recommends new policies and procedures; reviews and analyzes procedural problems; confers with subordinate staff regarding procedural effectiveness; revises operations manuals as required; assists in the preparation and distribution of administrative directives; reviews and approves requests for new forms and modification of existing forms; prepares, edits, and approves final proof copies of new and revised forms.
- Performs internal audits of assigned programs and functions to determine adherence to departmental policies and operating procedures; analyzes work systems to determine efficiency and effectiveness of the systems; audits a representative sample of property appraisals to determine the quality of the appraisals performed by the valuation staff.
- Prepares training programs as needed to develop staff competencies and disseminates training information to staff.
- Assists in preparing and monitoring unit and division budgets; analyzes staffing requirements, equipment and supply needs; prepares correspondence and reports, including statistical reports; assists in responding to inquiries or complaints; may represent the Assessor at local or State Board of Equalization hearings and civil and professional

Minimum Qualifications

EITHER PATTERN I

Experience: Two years as an Appraiser IV, Auditor-Appraiser IV or Senior Appraiser in San Joaquin County services.

OR PATTERN II

Education: Graduation from an accredited four-year college or university with a major in business administration, mathematics, economics, accounting, engineering or related field.

Experience: Six years (within the last ten years) as a real property appraiser or auditor-appraiser in a California County Assessor's office, including two years of supervisory experience at a level equivalent to Appraiser IV or Auditor-Appraiser IV in San Joaquin County

Substitution: Additional experience in accounting, auditing, appraising, building cost estimating or engineering may be substituted for the required education on a year-for-year basis. (Experience in real estate sales or transfers will not be considered as real estate appraisal experience).

AND FOR BOTH PATTERNS

License: Possession of a valid California driver's license.

Certificates: A permanent Appraiser's Certificate issued by the State Board of Equalization must be obtained by an employee in this class within the first year of employment.

Special Requirement: Successful completion of: 1) an advanced income course offered by either the State Board of Equalization or the American Institute of Real Estate Appraisers; and 2) one additional advanced State Board of Equalization or equivalent appraisal course.

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Principal Appraiser

Compensation and Benefits

Approximate Annual Base Salary:

\$103,536—\$125,856

In addition to the base salary, the County offers an excellent benefits plan which includes a county contribution to health insurance, dental and vision insurance plans. Other benefits also offered by the County include:

- 1937 Retirement Act plan with reciprocity with CALPERS.
- 125 Flex Spending Benefits Plan
- 457 Deferred Compensation Plan
- 1% Employer Contribution to Deferred Compensation Plan
- 12 days sick leave annually with unlimited accumulation.
- 10 days of vacation leave (15 days after 3 years, 20 days after 10 years, and 23 days after 20 years)
- 14 paid holidays per year
- 10 days administrative leave per year
- Incumbents who possess a Certified Residential License or a Certified General License from the State Business Transportation and Housing Agency - Office of Real Estate Appraisers, shall receive a pay supplement of 5% of base salary

Potential compensation

	Step 1	Step 5
Annual Salary	\$103,536	\$125,856
1% Deferred Comp	\$1,035	\$1,258
Supplemental	\$5,177	\$6,293
Total	\$109,748	\$133,407

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Wellness

San Joaquin County is dedicated to providing its employees with a great benefit package and is interested in their overall well-being. Through our SJC Engage wellness program, San Joaquin County employees and eligible dependents are offered support in the way of various workshops, courses, and programs in areas such as Physical and Mental Wellness, Professional Wellness, and Financial Wellness. Employees also enjoy special employee pricing through Perks at Work.

For additional information regarding the wellness program, please click to visit the SJC Engage website:



Application and Selection

The competitive process includes submittal of a completed San Joaquin County Employment application and Supplemental Questionnaire. Resumes will not be accepted in lieu of a complete application package. If a formal exam process is utilized, qualified applicants will be invited to participate in an oral examination which may include a practical exercise. The top-scoring candidates will be referred to the department for a hiring interview. To apply, submit a completed application and supplemental questionnaire on or before the final filing date.

To apply, visit our [webpage](#) or scan this QR code with your smartphone's camera.

Final Filing Date: **November 4, 2022**



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