



Maine Assessment & Appraisal Services

Job Title:	Real Estate Lister	Job Category:	Real Estate Assessing/Appraisal
Department/Group:	Municipal Revaluation	Job Code/ Req#:	Field Appraiser
Location:	Main Office Dixmont & Various Towns Statewide	Travel Required:	Travel required;
Level/Salary Range:	Seasonal per parcel listing \$20-\$25 available	Position Type:	Full time preferred but seasonal per parcel list/data entry available
HR Contact:	Garnett Robinson	Date Posted:	01/02/2025
Will Train Applicant(s):	Will train applicants	Posting Expires:	When positions filled

Internal Posting URL:

<https://maineassessment.com>

Applications Accepted By:

E-MAIL, WEBSITE

E-Mail: garnett@maineassessment.com

Website: maineassessment.com

MAIL:

Maine Assessment & Appraisal Services, Inc.

Company Name

Dixmont, ME 04932

Ph: (207) 234-2822

Job Description

ROLE AND RESPONSIBILITIES

Looking for motivated self-starters, detail oriented, capable of working independently meeting property owners, measuring, listing and photographing residential, commercial and industrial properties for Ad Valorem Real Estate appraisals.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

Minimum of High School Diploma, Clean Driver's License, and clear Criminal Record. Prefer previous construction background but someone capable of learning construction materials, quality of construction and basic drafting/site plan review.

PREFERRED SKILLS



Computer processing (TRIO, Excel, Word, Winsketch), basic map reading skills (Tax Maps, Road Maps, Surveys, Google Earth) with good note keeping skills. This position requires extensive contact with the general public and applicants are supplied company shirts, hats, vest, jackets and name/photo badges and will maintain a neat appearance during property and site visits.

ADDITIONAL NOTES

Must live within 45 minutes of Dixmont . Must be able to travel and stay at various job sites on occasion seasonally. Company Vehicle or paid mileage, Room/Board and Meals provided when traveling.