

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2017-144 **Issue Date:** 09-15-17 **Closing Date:** 10-16-17

Appraiser
Yakama Nation Appraisals
Department of Natural Resources
Hourly Wage: \$30.28/Regular/Full-Time

Performs all appraisal activities in and around the Yakama Reservation and includes public domain properties located south of Yakima, in and around Goldendale, Bickleton, White Salmon and north of the Yakama Reservation in and around Ellensburg, Wenatchee and surrounding areas of the geographic jurisdiction.

Knowledge, Skills and Abilities:

- Advanced knowledge of appraisal principles, including economic and valuation theory and practices and experience and ability to valuation theories, techniques and principles, especially the three approaches to value (Cost, Market and Income) to different complex individual property types.
- Knowledge of the types of data appropriate to and required for the appraisal of several different complex property types, together with the specialized ability to gather and confirm this wider variety of often sensitive information (from the principle parties to transactions) required as a basis for value or rental estimates.
- Knowledge of currently available methods and techniques for data storage, retrieval and analysis. This includes the application of formulas for multiple step wise regression or other analysis using available computer software to develop the central tendency of the data (i.e. the most likely market price indicated for a particular property or property type).
- Knowledge of general and federal real estate law, Indian law and practices which give an understanding of the tribal or individual client's needs and forms a basis for the preparation of a valuation product which is responsive to both their perceived and actual needs.
- Skill in adapting available techniques and employing logical reasoning to support the rental or market value estimates for real estate that is unique to the geographic jurisdiction where there are few or no available "comparables".
- Skill in the use of personal computer hardware and software utilizing database, spreadsheet and work processing programs to access, create, edit, print, send, receive or manipulate data files or other information.
- Ability to analyze and correlate diverse information and form a conclusion of value without having adequate pertinent, on and off reservation market data.
- Ability to adapt conventional appraisal report formats to unusual and unique properties. The resulting reports must provide a clear, concise, persuasive, written record of the pertinent data and logical reasoning employed to reach a conclusion which is understandable, sound and supportable.
- Ability to communicate orally to explain to clients, attorneys and data sources the reasons and/or methods used to develop and document appraisal estimates.
- Ability to exercise diplomacy and persuasion to obtain cooperation and assistance and maintain open, positive lines of communication with agency staff, clients, co-workers, data sources and others even in tense, emotionally charged situations to facilitate resolution of difficult problems. Must also demonstrate tact during discussions with contract appraisers when reviewing complex outside appraisal reports that cannot be recommended for approval.

General Recruiting Indicators:

- Minimum of a Bachelor's Degree involving a major study in business, real estate or natural resources is required for the state board for licensing requirement. Must possess a Certified General Appraisal License or a Certified Residential Appraiser License and required to keep certification/license current. Required to attend educational courses and workshops on appraisal theory and practice.

Special Requirements:

- Required to pass a pre-employment drug and alcohol test.
- Required to pass a pre-employment background check.
- Must possess a valid Washington State Driver License with the ability to obtain a valid Yakama Tribal Drivers Permit.
- Must obtain federal clearance.
- Must be willing to attend supervisory training courses.