



CITY OF ELMIRA NEW YORK

City Manager's Office
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ASSESSOR

The City of Elmira is currently accepting applications for a full-time City Assessor. This is a professional and supervisory position in the valuation of real property for assessment for tax purposes and the preparation of an annual roll for the City of Elmira. Duties include, but not limited to, independent judgement, attends all hearing of the Board of Assessment Review, respond to taxpayer inquiries verbally and in writing, prepares special reports concerning assessment activities, etc.

Minimum qualifications include graduation from high school or possession of an accredited high school equivalency diploma and two years of experience in an occupation involving the valuation of real property such as assessor, appraiser, valuation data manager, real property appraisal aide; OR Associates Degree and one year experience described above, OR Bachelors Degree and six months of experience described above or with a written commitment from the County Director of Real Property Tax Services that the County will provide training in assessment administration, approved by the State Board, within a six month period.

Interested employees must notify the Personnel Department at City Hall by **completing an employment application** before the closing date.