



Revenue Careers



Great Careers!

Explore opportunities with Department of Revenue! Revenue's dynamic team is comprised of dedicated professionals who fairly and efficiently collect revenues and administer programs to fund public services, and advocate sound tax policy. We provide great solutions and service by attracting and retaining the best talent and building a diverse workforce. Our employees are our greatest asset. As a member of Revenue's team, you have an important role in our agency mission.

Great Talent!

The Department of Revenue employs approximately 1,000 people, including revenue auditors and agents, tax examiners, administrative law judges, property appraisers, foresters, and computer analysts.

Great Location!

Revenue headquarters is located in Olympia, home to the state capitol. The city, located on Puget Sound's southernmost tip, is rich in history, culture, and natural beauty. Olympia's location provides easy access to the Cascade Mountains, Olympic Peninsula, and the Pacific Ocean.

Position: Property & Acquisition Specialist 5
Division: Property Tax

Location: Statewide
Notice: 46044-OC TR

Opens: March 29, 2006
Closes: Open Continuous

Primary Duties:

Some positions provide technical expertise in state-mandated programs such as the statewide ratio study, revaluation, county review, property tax exemptions and deferrals, education, levy administration, or financial and/or valuation analysis in the areas of utilities, real property, and personal property. Advises and/or provides recommendations to agency administrators, county officials, and/or taxpayers regarding audit findings, assessment, equalization, and taxation of real and personal property, property tax exemptions or deferrals, or in special valuation of property based on the current use of the property. Prepares studies and acts as review appraiser. Coordinates and advises local taxing authorities in the formulation and application of state and local levy processes. Reviews and approves county assessor revaluation programs; reviews and develops state-mandated personal property and industrial guidelines, forms, and programs in the valuation and taxation of property. Testifies and provides expert advice at legislative committees and public hearings on property tax matters and proposed legislation; testifies at the State Board of Tax Appeals and in judicial courts; assists attorneys preparing court cases. May lead other staff. Other duties as assigned.

Compensation:

\$3940-\$5044 per month (Range 59), depending on qualifications. Outstanding benefits including health, dental, life and long-term disability insurance; vacation, sick, military and civil leave; dependent care assistance program; employee advisory service; deferred compensation plans; educational benefits program; 11 paid holidays; Commute Trip Reduction Incentives; flexible work hours; training; and state retirement plans.

Desired Qualifications:

Bachelor's degree involving major study in business or public administration, real estate, economics, accounting, or related field

AND

Great Benefits!

- Competitive salaries
- Excellent health and retirement benefits
- Generous paid vacation and holidays
- Promotion opportunities
- Cross-training opportunities
- Continuous learning opportunities
- Talented co-workers
- Meaningful and ethical work
- Serving citizens and making a difference

Visit us at www.dor.wa.gov

How to Apply

E-mail: jobs@dor.wa.gov

FAX: (360) 664-0658

Mail: Department of Revenue
Office of Human Resources
Attention: Recruitment
P.O. Box 47463
Olympia, WA 98504-7463

Three years of experience in auditing and/or appraising commercial and light industrial real or personal property.

OR

One year of experience as a Property and Acquisition Specialist 4.

Examination:

The examination is a verbal test that measures your knowledge, skills, abilities, and aptitudes to perform the duties. You will be notified regarding testing time and location. Bring proof of identification with you. We will mail you your score. We are unable to tell you your applicant ranking.

How to Apply:

Submit Applications to:

E-mail: jobs@dor.wa.gov
please indicate position title in subject line

Fax: (360) 664-0658
please indicate position title on cover

Mail: State of Washington Department of Revenue
Office of Human Resources
Attention: Recruitment
P.O. Box 47463
Olympia, WA 98504-7463

Special Note:

This position is covered by a collective bargaining agreement between the Department of Revenue and the Washington Public Employees Association (WPEA), which contains a "union security" provision. This means that, as a condition of employment you must either join the union and pay union dues, or pay the union a representational or other fee within 30 days of the date you are put into pay status. Frequent statewide travel is required for these positions. Successful completion of assigned in-service training courses will be required by the appointing authority as a condition of continued employment. Incumbents may be responsible for providing their own transportation to work sites, as assigned. A valid Washington Driver's License is required within 60 days of appointment. Prior to any new appointment into the Department of Revenue, a background check will be conducted.

The Washington State Department of Revenue is an equal opportunity employer. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, and disabled and Vietnam era veterans are encouraged to apply. Persons of disability, who need assistance in the application/testing process,

or those needing this job announcement in an alternative format, may call the Office of Human Resources at (360) 725-7501, TDD/TTY (360) 664-0580.