



Steven M. Neuhaus
County Executive

IMMEDIATE OPPORTUNITY

ORANGE COUNTY REAL PROPERTY TAX SERVICES OFFICE Tax Map Technician Grade 12

Applications are being accepted for the position of Tax Map Technician in the Department of Finances, Division of Real Property Tax Services Office.

This work involves responsibility for technical work including deed transfers, processing, plotting and mapping all changes in property lines that affect assessment or apportionment of taxes as maintained by the Orange County Office of Real Property Tax Services. The work involves the use of computer assisted drafting and digitized mapping systems and may involve field work. Work is performed under the general supervision/direction of the Director of Real Property in accordance with policies and procedures established in adherence with NYS Real Property Tax law. Does related work as required.

MINIMUM QUALIFICATIONS:

- A) Bachelor's Degree in GIS, engineering, architecture, geography or a related field; OR
- (B) Associate's Degree in GIS, engineering, architectural technology, geography or related field and two (2) years experience in surveying, drafting or sub professional engineering work; OR
- (C) Graduation from high school or possession of a high school equivalency diploma and four (4) years of experience as outlined in (B) above.

SPECIAL REQUIREMENTS: Must possess and maintain a valid driver's license.

Note: Your degree or credits must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree or credits were awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

SALARY: Grade 12: \$31.3486/hour; \$65,205.09 annually (40-hour work week)
County Employees - As per CSEA contract for Grade 12

FINAL CANDIDATES MUST SUBMIT TO A FINGERPRINT CHECK AND CRIMINAL HISTORY AND
BACKGROUND INVESTIGATION.

*NOTE: This title may be filled in one of the below two manners:

- 1.) Through Non-Competitive appointment in accordance with the HELP Program; OR
- 2.) Appointment off the appropriate Civil service competitive list.

SEND APPLICATION TO: Division of Real Property

Attn: Eileen Lagreca
255 Main Street
Goshen, NY 10924

Open announcement until position is filled

Employment applications can be downloaded from Orange County's website. Please visit www.orangecountygov.com and follow the link to the Department of Human Resources page.

Or download directly here: [Application for Employment Application](#)

www.orangecountygov.com