



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

BUSINESS APPRAISER II

Job Number: 21002305

Job Code: 83530V230916

Job Group: 8300 - PROPERTY

Job Established: 03/16/2018

Job Revised: 09/16/2023

Grade: 16 Salary (MIN - MID):

\$27,348-\$41,022 - Hourly

\$4,444.06-\$6,666.08 - 37.5 Hr. Monthly Salary

\$4,740.32-\$7,110.48 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months, except as provided in KRS 18A.111.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Performs appraisals for both tangible and intangible property requiring financial analysis and determination of the valuation for large public service companies such as, airlines, railroads, electric and gas utilities, and oil and gas transmission for assessment purposes. Defends appraisals in litigation; and performs other duties as assigned.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree in Business Administration, Accounting, Finance, or Economics or a related field.

EXPERIENCE, TRAINING, OR SKILLS:

Five years of professional experience in tax records examination and property assessment or appraisal.

Substitute EDUCATION for EXPERIENCE:

NONE

Substitute EXPERIENCE for EDUCATION:

Experience with business property appraisals, valuations, or financial modeling will substitute for education on a year for year basis.

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

NONE

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Perform moderately complex computer-assisted financial analysis in the valuation of public service companies such as airlines, railroads, electric and gas utilities, oil and gas transmission where the unit valuation is less than \$3.0 billion or the Kentucky assessment to value is greater than \$250 million in valuation for assessment purposes. Enforces uniformity in appraising for all classes of property for both tangible and intangible property with respect to public service businesses operating within the Commonwealth. Appraises and assesses for taxation, property owned by public service companies utilizing a technical business enterprise valuation. Analyzes Stockholder Annual Reports. Securities and Exchange Commission (SEC) reports, Federal Energy Regulatory Commission Reports (FERC), Railroad R-1 reports, Federal Aviation Administration (FAA) reports, corporate tax returns, and independent appraisal reports provided by the companies. Requests and examines financial records, accounting records, and other business documents to determine a fair cash value of the company. Appraises using methods such as cost, market, income, RCNLD (replacement cost less depreciation), and discounted cash flow calculations. Determines the most appropriate value based on the approaches to value chosen: Market (Stock and Debt), Income, or Asset Based (Cost). Testifies, defends appraisals in litigation, and serves as expert witness. Reviews market of supply and demand factors across all sectors of the economy. Reviews market of ratio data for benchmark individual or groups of entities. Creates assessment models and training programs for the Assessors. Creates tax bills and certifies values for local government assessment to the County Clerk. Coordinates and implements the completion of the annual CAP rate study that is utilized in the income and stock and debt approaches to valuation.

UNIQUE PHYSICAL REQUIREMENTS:

Any unique physical requirements necessary to perform the duties of a specific position will be listed on the individual position description, if applicable.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Incumbents working in this job title primarily perform duties in an office setting.

ADDITIONAL REQUIREMENTS:

Upon employment, employees in this job classification may be required to maintain a valid driver's license and may be required to drive a licensed vehicle. This status may be necessary for the length of time in this job classification. If this is necessary, it will be listed in the specific position description for the position at issue. Applicants and employees in this job classification may be required to submit to a drug- screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.