



EMPLOYMENT NOTICE

Grayson County Commissioner of Revenue Real Estate Technician

Applications are being accepted for a full-time position for Real Estate Technician in the Grayson County Commissioner of Revenues Office, located in Independence, VA. Responsibilities include but are not limited to: updating and maintaining land records; updating mapping and associated functions; assist banks, law offices, and the general public with real estate questions and inquires; preparation of the real estate tax book; assess partial real estate transfers; any necessary field work and the assessment of new construction, and assuming other duties.

Substantial computer skills required. Applicant must be personable with good communication skills.

A Virginia State Application (found online) is required along with a letter of interest and MUST include minimum salary requirements. Applications will be accepted until position is filled.

All applications MUST be mailed in.
Grayson County Commissioner of Revenue
P.O. BOX 126
Independence, VA 24348