

#### Town of Bethel-Assessment Technician

Provide technical and office administrative assistance to the Assessor in the appraisal of real estate, personal property and motor vehicles; performs specialized clerical work including posting and processing data in an automated record-keeping system to assist in the establishment of the Town's Grand List and related property information. Skills required would generally be acquired with a high school education with class work in Business English and Business Mathematics and two years' Assessor's Office experience; OR a combination of education and training that provides a demonstrated potential for performing the duties of this position. Proficient in computers.

Salary: \$20.83 - \$23.28/hour. 35 hour work week – full benefits.

Applications accepted at Selectman's Office, 1 School Street, Bethel, CT 06801 or resume emailed to [HR@Bethel-ct.gov](mailto:HR@Bethel-ct.gov) until August 31, 2017