

Jefferson County Real Property **TAX MAP TECHNICIAN**



Jefferson County Real Property Tax Services is seeking a Tax Map Technician. This position involves skilled drafting as well as office and field work in the preparation and maintenance of tax maps, with a primary focus on accurately plotting and mapping property line changes and maintaining associated records. Individuals with experience with GIS and AutoCAD are encouraged to apply.

Salary Range: \$22.80 - \$28.00 per hour.

Excellent fringe benefits include:

- NYS Retirement
- Deferred Compensation
- Sick Leave
- Paid Vacation
- Comprehensive Health Plan, Including Vision
- Dental Insurance
- Flex Spending Account
- Candidates may be eligible for the Public Service Loan Forgiveness program

MINIMUM QUALIFICATIONS: Either:

(A) Graduation from a regionally accredited or New York State registered college or university with an associate's degree in civil engineering or computer science or a related field; OR

(B) Graduation from high school or possession of a high school equivalency diploma and two years experience in drafting, tax map preparation or surveying work involving laying out or mapping property lines; OR

(C) An equivalent combination of training and experience as defined by the limits of both (A) and (B) above.

Applications will be accepted until the position is filled,
first review of applicants will be October 31, 2025.

Civil Service exam required for permanent appointment.

Apply online on our Employment Portal: <https://jefferson-portal.mycivilservice.com/>

Or send a paper application and resume to:

Jefferson County Dept. of Human Resources,
175 Arsenal St. Watertown, NY 13601.

Jefferson County is an Equal Opportunity Employer

