

# OFFICE OF ASSESSOR

Function & Organization Chart - FY - 2010-2011



## MISSION STATEMENT:

To provide competent and efficient assessment services in a manner resulting in equitable and fair treatment of all Alameda County taxpayers.

Budget Unit # - 150100

Budgeted Positions - 175

ASSESSOR 1

Acts in the absence of the department head.

# OFFICE OF ASSESSOR (176)

- Seek out, classify, value and assess all taxable property in the County, other than state assessed property, in accordance with the State Constitution.

1 - ASSESSOR

1 - Secretary II

1 - CHIEF DEPUTY ASSESSOR

APPRAISAL SERVICES DIVISION

APPRAISAL DIVISION

- Determine full value of all taxable real and personal property within the County, other than public utility property, for tax assessment purposes.

1 - Chief, Appraisal Division

ADMINISTRATIVE UNIT

- General Administrative, budget preparations, financial and accounting control
- Administration of Personnel, Payroll
- Coordinate General Mandated training programs

1 - Financial Services Officer  
1 - Departmental Personnel Officer  
1 - Administrative Specialist II  
1 - Administrative Assistant  
1 - Payroll Records Clerk  
1 - Specialist Clerk

REAL PROPERTY APPRAISAL SECTION

- Appraise single family residential, income-producing residential, and rural properties
- Appraise commercial and industrial property

1 - Principal Appraiser  
1 - Training Officer  
8 - Supervising Appraiser II  
1 - Assessor Representative  
19 - Appraiser III  
29 - Appraiser II  
1 - Assessor's Technician III  
1 - Assessor's Technician II

BUSINESS PERSONAL PROPERTY SECTION

- Audit and appraise business property
- Appraise boats and aircrafts
- Appraise household personal property

1 - Principal Auditor-Appraiser  
4 - Supervising Auditor-Appraiser  
1 - Assessor Representative  
11 - Auditor-Appraiser III  
7 - Auditor-Appraiser II  
1 - Assessment Supervisor I  
8 - Assessor's Technician II  
1 - Specialist Clerk  
1 - Clerk II

