



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

ABANDONED MINE LANDS APPRAISER

Job Number: 20001609
Job Code: 83220V151201
Job Group: 8300 - PROPERTY
Job Established: 06/16/2001
Job Revised: 12/01/2015

Grade: 15	Salary (MIN - MID):	Special Entrance Rate:
	\$21,473-\$31,812 - Hourly	NONE
	\$3,489.38-\$5,169.46 - 37.5 Hr. Monthly Salary	NONE
	\$3,722.00-\$5,514.08 - 40 Hr. Monthly Salary	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 investigations and interprets PVA records, deeds and other documents to determine legal ownership of abandoned mine lands to be reclaimed pursuant to KRS 350. Secures right-of-entry to complete reclamation and assess fair market value of reclaimed land and determine if the land may have liens placed upon it; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree.

EXPERIENCE, TRAINING, OR SKILLS:

Must have three years experience in property appraisal or real estate.

Substitute EDUCATION for EXPERIENCE:

NONE

Substitute EXPERIENCE for EDUCATION:

Additional experience in property appraisal or real estate will substitute for the required college on the basis of one year of experience for two years of college.

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

Must possess and maintain a valid driver's license prior to appointment in this classification. Must maintain any required licensure(s), certification(s), or other credentials for the length of employment in this classification. Employing agency is responsible for ensuring employee possess and maintains required licensure(s), certification(s) or other credentials.

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.*

Conducts research to determine the valid ownership of property involved with Abandoned Mine Lands (AML) reclamation projects. Researches PVA records, deeds and other sources in outlying county courthouses to determine property owners. Travels to AML sites in coal fields to determine locations of property and property lines. Reviews construction engineering plans and maps to determine extent of project on individual parcels of land. Meets with landowners to explain scope of AML project and lien provisions of Public Law 95 - 87. Obtains written landowner consent for entry to property in order to avoid AML trespass. Provides expert testimony concerning lien application. Files liens when necessary in county courthouses. Conducts property appraisals as necessary and provides testimony concerning appraisal when required. Prepares and sends correspondence to landowners concerning property issues involving AML projects. Makes recommendations to AML director concerning use of police power on AML projects. Prepares all paperwork necessary for director to invoke police power and waive liens. Attends pre-bid and pre-construction meetings in field as necessary. Enters property ownership data into AML database. Negotiates for land to be purchased.

UNIQUE PHYSICAL REQUIREMENTS:

May require walking up rough and hilly terrain.

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

Frequent travel to investigate land ownership and visit work site. Work is typically performed outdoors at construction sites.

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title 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.