

Champaign County Engineer

428 Beech Street
Urbana, Ohio 43078

Stephen E. McCall P.E., P.S.
County Engineer

937-653-4848
937-653-3172fax

Remit to Address
P.O. Box 669

JOB ANNOUNCEMENT

JOB TITLE: Tax Map Technician Full-Time Position

COMPENSATION: Salary: \$22,000 - \$25,000 annually, DOQ

JOB RESPONSIBILITIES: Checks, verifies, and updates data received that affects the county tax map. Reviews deeds and survey plats submitted to the office. Answers inquiries pertaining to county conveyance standards and subdivision regulations. Assists with mapping and GIS functions. Responds to public inquiries and concerns related to the duties of the county engineer. Performs other related duties as required.

QUALIFICATIONS: A minimum of a High School Diploma. Possession of a valid Ohio Motor Vehicle Operator's License.

APPLICATION AND DEADLINE: All interested applicants may obtain an application and position description at the Champaign County Engineer's Office, 428 Beech Street, Urbana, Ohio between the hours of 7:30 a.m. to 4:30 p.m. Monday through Thursday or 8:00 a.m. to 4:00 p.m. Friday. All completed applications with resume are to be returned to the Champaign County Engineer 428 Beech Street P.O. Box 669, Urbana, Ohio 43078 by January 5, 2017.