

Post:	Trainee Valuer
Organisation:	Lothian Valuation Joint Board
Location:	17A South Gyle Crescent, Edinburgh, EH12 9FL
Grade:	GS3 – AP5 (depending on qualifications and experience) On attainment of your APC, you will automatically progress to Valuer (PO1 – PO3)
Salary Scale:	£19,739 – £34,167 (automatically increasing with qualifications and experience)
Hours:	35.75 hours per week (Full time)
Contract Status:	Permanent

Who we are

Lothian Valuation Joint Board is an independent public authority that was established by The Valuation Joint Boards (Scotland) Order 1995.

What we do

Provide a professional valuation and electoral registration service for East Lothian, the City of Edinburgh, Midlothian and West Lothian Councils in respect of compilation and maintenance of the Valuation Roll, Valuation (Council Tax) List and Registers of Electors.

Our aim

To provide high quality, effective and responsive services to all our stakeholders.

Who are we looking for?

We are seeking to recruit either a Trainee Valuer who is interested in undertaking their APC qualification with us.

The successful candidate will be expected to work as part of a team to contribute to the undertaking of survey and valuation of a wide range of commercial and domestic property for the purpose of maintaining the Valuation Roll and Council Tax Valuation List. Other duties include the negotiation of appeals with ratepayers and professional agents, presentation of evidence before the Valuation Appeal Committee and collation and analysis of data in preparation for the Revaluation.

Application forms, job descriptions and additional information are available at <https://www.lothian-vjb.gov.uk/employment/>.

Completed application forms should be returned to LVJB-HR@lothian-vjb.gov.uk. Please note CV's will not be accepted. Successful candidates will be required to undergo a Basic Disclosure Check.