



<b>Post:</b>	<b>Valuer</b>
<b>Organisation:</b>	<b>Lothian Valuation Joint Board</b>
<b>Location:</b>	<b>17A South Gyle Crescent, Edinburgh, EH12 9FL</b>
<b>Salary Scale:</b>	<b>£34,869 - £44,687 (pay award to be agreed)</b>
<b>Grade:</b>	<b>PO1 – PO3</b>
<b>Hours:</b>	<b>35.75 hours per week (Full time)</b>
<b>Contract Status:</b>	<b>Permanent</b>

### **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?**

The successful candidate will be expected to undertake the 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.

Depending on existing experience, consideration may be given to candidates about to start their APC.

**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](mailto:LVJB-HR@lothian-vjb.gov.uk). Please note CV's will not be accepted. Successful candidates will be required to provide a Basic Disclosure Check Certificate.**

