

REAL PROPERTY DATA COLLECTOR POSITION

Data Collector will inspect residential, commercial, and agricultural properties to gather factual, observable data such as building measurements, layout details, and structural conditions, which will be documented and used to update property record cards.

This role involves driving to locations, conducting on-site measurements and photographs, communicating with property owners, and inputting verified data into digital systems, providing an objective, fact-based report.

Candidates will have completed the NYS data collection classes and exams successfully. Must have reliable transportation, be competent in completing property record cards, able to read and use tax maps, and be willing to perform duties year round in all types of weather.

Please submit application, with educational list from NYSORPTS, along with salary requirements to:

Linda Logan, Town of Palatine Clerk
15 Dutchtown Plaza, Post Office Box 40
Palatine Bridge, NY 13428

Applications are available at the Town Office.