

Position Title: Investigator

Hiring Salary: \$48,000.00

Location: GA Real Estate Commission & Appraisers Board
229 Peachtree St NE
International Tower, Suite 1000
Atlanta, GA 30303

Posting Date: 01/27/2025

Application Deadline Date: 06/30/2025

Description of Duties

- Conducts Investigations as authorized by the agency in such areas as:
 - Allegations of improper activities of regulated individuals and entities in real estate appraisals
 - Verification of background clearance applications filed with the agency.
- Interviews persons who have knowledge of issues and evidence relative to the investigation
- Makes written and oral presentations of results of investigations to supervisors and testifies in hearings or in court as required.
- Works in the Board office for the first year of employment.
- Performs other duties as assigned by the supervisor.

Minimum Qualifications:

- Current classification as a Certified Residential or Certified General Appraiser in Georgia
- A good knowledge of the day-to-day activities of appraisers
- Current computer skills and good written and verbal communication skills are required.
- Ability to conduct independent research.
- Investigative experience, particularly in a regulatory environment, is preferable.
- A college degree is preferable.

Applicants must have 3 reference letters attesting to the candidates having work habits that exhibit an elevated level of commitment to perform their duties, operating effectively within an organization structure and fostering team spirit.

Individuals employed by the GREC who hold an appraiser classification and/or a real estate license are required to place them on Inactive status.

To apply for this position, submit a *GA Merit System Application, your Resume, and 3 Reference Letters*

to: Shonda Mason
GA Real Estate Commission & Appraisers Board
229 Peachtree St NE
International Tower, Suite 1000
Atlanta, GA 30303

All qualified applications will be considered but may not necessarily receive an interview.

The State of Georgia is an Equal Opportunity Employer