

## **Job Title : Property Valuer**

### **OVERALL PURPOSE:**

The property valuer plays an important role in determining a property's market value. A fair and balanced evaluation of property value is needed as a cross reference when assessing loan applications.

- ◆ Assist in producing Internal Indication report requested by branches
- ◆ Quality of All Indication Reports produced
- ◆ Job knowledges and Skill sets related to work
- ◆ Commitment, Work Initiation & Other tasks (Property Survey)
- ◆ Attendance & Personal Characteristics

### **RESPONSIBILITIES:**

- ◆ Site inspection training of properties for the new member
- ◆ Daily research on the property market value and any factors effect on values
- ◆ Measurement of plans and cadastral plans
- ◆ Photograph interiors and exteriors of properties for reference to estimating property value and completing appraisal reports
- ◆ Conduct survey, Inspect and investigate all aspects of buildings and land properties to identify property characteristics in order to determine their values
- ◆ Determine valuations methods by selecting applicable approach and techniques to value properties both commercial and residential
- ◆ Prepare valuation report, outlining methods used in the appraisal process
- ◆ Assist in indicating property value by providing appraisals and consultations to all branches
- ◆ Evaluate collateral of new and additional loan applications from branches
- ◆ Obtain real estate industry data, collect, verify and analyze property information regarding socio-economic, governmental and environmental characteristics, restrictions, covenants, contracts declarations special assessments, ordinances, development litigation
- ◆ Regularly review property market in all provinces and update report

### **QUALIFICATIONS REQUIREMENTS:**

- ◆ Bachelor's degree in Land Management and Land Administration, Business Administration, Accounting, Finance and Banking or equivalent
- ◆ At least 2-years' experience on Property Valuation
- ◆ Thorough knowledge of mathematics, building and construction, and economics
- ◆ Good written and verbal English communication
- ◆ Integrity and High commitment
- ◆ Computer literacy in Microsoft Office



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- ◆ Analytical skills and decision-making skills
- ◆ Can go to the provinces for conduct the property survey if have any instruction and others
- ◆ Interpersonal skill with related job

**Contact Info:**

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