

## Attention State-Certified General/Residential Appraisers

The South Dakota Department of Labor and Regulation, Appraiser Certification Program has an opening for a USPAP Compliance Review Examiner.

**Purpose:** The South Dakota Department of Labor and Regulation, Appraiser Certification Program (Department) maintains a roster of Uniform Standards of Professional Appraisal Practice (USPAP) Compliance Review Examiners (Examiner) on contract to perform appraisal compliance reviews. An Examiner's services may be engaged for the purpose of performing a compliance review of an appraisal involving an allegation of non-compliance or a formal complaint against a licensee or conducting a review of appraisals related to a new, midway, or upgrade applicant for licensure or certification.

### Required Examiner Qualifications:

1. Hold a State-Certified General or State-Certified Residential appraiser credential and be in good standing in any jurisdiction in which the appraiser is credentialed;
2. Have earned an appraiser designation from a recognized professional appraiser organization, as determined by the Department;
3. Have a review designation granted by a professional appraiser organization or demonstrate attendance and successful completion of a designation eligible review course provided by a recognized professional appraiser organization, as determined by the Department;
4. Have experience providing expert witness testimony regarding appraisal practice in a court of law or administrative hearing;
5. Provide Department selected appraisal reports and work files for review that meet or exceed minimum compliance with USPAP;
6. Submit to a pre-engagement appraisal review assignment provided by the Department and perform the review competently and in accordance with Standard 3 of USPAP;
7. Not have plead guilty or nolo contendere to or been found guilty of any act which constitutes dishonesty, fraud, or misrepresentation, nor a felony or a misdemeanor involving moral turpitude in this state or any other jurisdiction; and
8. Not have had a real estate appraiser credential disciplined with denial, suspension, revocation, censure, reprimand, probation, limited scope of practice, or in any other way disciplined founded on violations of USPAP or ethical violations of state statutes or rules in this state or any other jurisdiction, as determined by the Department. This does not include administrative actions that do not involve violations of USPAP or ethics.

### Required Documentation:

- a) Curriculum vitae and/or resumé;
- b) Client list for previous 24 months;
- c) Record of assignments that involved expert witness testimony; and
- d) Other documentation as requested by the Department

**Preferred Qualification:** Candidate holds an active Appraiser Qualifications Board USPAP Instructor Certification.

If you have any questions regarding this position, please call the ACP office at 605-773-6193.

If you would like to apply, send a cover letter and resume along with any required supporting documentation to [tyler.evins@state.sd.us](mailto:tyler.evins@state.sd.us).

**Notice:** *A candidate for selection as a USPAP Compliance Review Examiner may not contest the Department's action if not selected or denied.*