

## **Assistant Property Manager**

**Assistant Property Manager needed for a 363 unit Scattered Site Property in Hartford, CT. Responsibilities include, but not limited to; assisting the Property Manager with all the day-to-day operations of the property, prior experience in Section 8, compliance which includes but not limited to certifications, recertification's and interim certifications as well as LIHTC required.**

**3+ years of Property Management experience at a large multi -family property. Must have excellent organizational, interpersonal & communication skills, team player, strong attention to detail, proficient with Windows and experience with Yardi a plus.**

**Competitive salary & excellent benefits.**

**Interested and qualified candidates please submit resume and salary requirements to: [jobs@schochet.com](mailto:jobs@schochet.com) or fax 617-830-0373. Background check required and drug test required. EOE**

**For more information regarding this position please call Robin at 617-398-5144**

**[www.schochet.com](http://www.schochet.com)**