

Assistant Property Manager, Part-time: Trinity Management, LLC is looking for a part-time Assistant Property Manager to work 15 hours a week at The Blakeley Building in the historic downtown of Lawrence, Mass. Experience in the property management field is preferred, particularly with Low-Income Housing Tax Credits. Also preferred is proficiency in Microsoft Word and Excel, a working knowledge of Yardi software, excellent organizational skills, a positive attitude, excellent customer service skills and the ability to work and communicate well with others. Spanish proficiency required. Qualified applicants are encouraged to submit resumes to Property Manager Ana Levy, alevy@trinitymanagementcompany.com