

## Property Manager

### Maloney Properties –A Boston Globe “Top Places to Work”

**We are seeking an experienced Property Manager for an exceptional residential cooperative community located in downtown Boston.** The successful candidate will have experience managing large mixed income residential communities covering the full spectrum of property management functions including day to day on-site management, community relations, facilities management, concierge services, board/governance support, budgeting, marketing, leasing, collections, and staff development & supervision. Must have exceptional communication and interpersonal skills. Computer proficiency in Microsoft Office is required. Knowledge of Yardi is a plus.

#### **Compensation & Benefits:**

Maloney Properties offers competitive salary and excellent benefits package with a commitment to healthy work-life balance. We offer generous time off, numerous paid holidays, and extensive training programs to enhance personal and professional growth. We- foster a work environment that promotes collaboration and teamwork at all levels.

[Maloney Properties is an Equal Opportunity Employer.](#)

**If you are looking to join a dynamic team dedicated to excellence, hard work, and collaboration, apply now:**

<https://recruit.hirebridge.com/v3/application/applink.aspx?cid=6584&jid=487032>

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