

HMR is looking for a motivated and energetic Resident Service Coordinator to join our team. This is a 30 hour position serving approximately 164 elderly/disabled/family residents at our affordable living sites in Quincy. The primary function of the Resident Service Coordinator is to enhance the lives of residents by connecting those who are interested to benefits and services that will allow them to remain independent and in the community for as long as possible. Other duties include sponsoring education, wellness, and social events and documenting resident files. The Resident Service Coordinator is an integral part of the property management team, and plays a critical role in helping to create an environment that is safe, welcoming and inclusive.

The ideal candidate would have a case management background working with senior citizens and people w/disabilities. Some experience working with families would be a plus. A BS in Social Work or Human Services is preferred.

Qualified applicants should have a degree in the Human Services Field and/or minimum of two years' experience working with elderly or disabled population.

Please send resume to: [recruiting@hmrproperties.com](mailto:recruiting@hmrproperties.com) or mail to Housing Management Resources (HMR), 500 Victory Street, Quincy, MA 02171

We are committed to ensuring diversity in its workforce and candidates from diverse backgrounds are strongly encouraged to apply. EOE Hiring Organization:  
[www.hmrproperties.com](http://www.hmrproperties.com)