

BECOME AN ASSISTANT PROPERTY MANAGER

Assist with the efficient operation of an apartment community



QUALIFICATIONS

- Minimum two years in property management industry
- Strong Customer Service Skills
- Working knowledge of HUD policies and procedures

WHAT DO YOU DO?

Assist in overseeing the day-to-day operations of the apartment community. Perform tasks associated with the operation of the property including leasing, rent collection, maintenance oversight. Ensure compliance with HUD/State agency regulations. You may have supervisory responsibilities.

WORK ENVIRONMENT

An Assistant Property Manager works in a fast paced, constantly changing environment. This is a full-time position.