

# BECOME A PROPERTY MANAGER

Direct the efficient operation of an apartment community



## QUALIFICATIONS

- Associate or Bachelor's degree in Business Administration/Management, Finance or Real Estate
- Minimum two years in property management industry
- Strong Customer Service Skills
- Strong knowledge of HUD policies and procedures

## WHAT DO YOU DO?

Responsible for the day-to-day operations of the apartment community. Work to make sure that resident's needs are met while managing personnel and resources necessary to effectively operate the property. Work with maintenance and vendors to maintain the physical asset while maximizing the financial return to the owner/investors. Ensure compliance with HUD/State regulations.

## WORK ENVIRONMENT

A Property Manager works in a fast paced, constantly changing environment. Managing a team of dedicated professionals, all working together to make a quality home for residents. Full-Time or Part-Time positions.