

**MARCH 21, 2018**

**PROJECT MANAGER, REAL ESTATE DEVELOPMENT/CAPITAL IMPROVEMENTS DEPARTMENT**

**GENERAL STATEMENT OF JOB**

Under general supervision, plans, implements and manages multifamily development and construction activities for new development, substantial and moderate rehabilitation, and major modernization projects for the Greensboro Housing Authority. Work involves the daily management of multiple multifamily housing and commercial construction and the management of all project phases including due diligence, programming, design development, construction documentation, bid and award, supervision of construction, inspection, punch list and close-out oversight. This position also includes the development, review and management of various design, construction, development, budgeting and general business management functions and requires critical thinking, and organization skills approach to act as the primary liaison between the Authority and architects, engineers, building consultants, regulatory inspectors, financial lenders and investors, developers, contractor, and other government agencies. Qualified candidates are expected to possess demonstrated experience and expertise in management and project oversight on new multifamily development and construction, as well as basic understanding of affordable housing financing programs (Low Income Housing Tax Credits, HUD FHA loan financing, and Fannie Mae/ Freddie Mac financing). Employee is responsible for managing multiple projects and submitting work progress and budget status reports to appropriate personnel, and supervising and directing technical staff. Reports to the Capital Improvements Manager. (This is an exempt position under FLSA). **MINIMUM TRAINING AND EXPERIENCE**—Bachelor's degree in civil engineering, architectural engineering, design, or related field and 5 to 10 years of progressive experience in project and construction management; or any equivalent combination of training and experience which provides the required knowledge, skills, and abilities. Professional licenses and certifications are preferred (Licensed architect, professional engineer, Project Management Professional, Real Estate License, etc.) **SPECIAL REQUIREMENT** - Requires a valid North Carolina drivers licenses.

**Closing Date: Open until filled**

**Complete application on-line at [www.gha-nc.org](http://www.gha-nc.org) and submit resume, cover letter, and project portfolio to Human Resources, [shunt@gha-nc.org](mailto:shunt@gha-nc.org)**

**No qualified individual with handicaps shall, solely on the basis of handicap, be excluded from participation in, be denied benefits of, or otherwise be subjected to discrimination under any program or activity receiving Federal financial assistance. Qualified GHA employees will be given preference for this job. We abide by the Drug Free Workplace Act, which includes pre-employment testing.**

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