

### **LIHTC Regional Property Manager**

Searching for an individual to manage and perform the duties of a **LIHTC Regional Property Manager** for the Greensboro Housing Authority (GHA). Position provides direction, management and oversight of (LIHTC) property management services and maintenance activities for the Greensboro Housing Authority (GHA). Work involves recommending and implementing management goals; developing annual objectives and budgets, maintaining adequate fiscal controls; implementing management policies and procedures necessary to ensure that asset management and GHA regulations are met. Employee also monitors admissions & continuing occupancy process along with ongoing monitoring of program compliance. Employee must exercise considerable independent judgment, tact, initiative, confidentiality and discretion in performing the duties of the position. Bachelor's degree in business administration, public administration, engineering, construction, economics or related field, and 3 to 5 years of experience in affordable housing management is required. Property management experience of Low Income Housing Tax Credit (LIHTC) communities required to include the oversight of marketing, lease up / admissions, and maintenance of like or similar multi-family properties. Project Based Voucher (PBV) experience is also preferred. Supervision of administrative and maintenance staff is required. Familiarity with procurement, contracts and contractor supervision is required. Experience with Yardi software, Microsoft and Apple products preferred. Excellent benefits. Please submit resume or send completed application from online to 450 N. Church St., Greensboro 27401 or at **[www.gha-nc.org](http://www.gha-nc.org)**. Closing Date: Open until filled. We abide by the Drug-free Workplace Act which includes pre-employment testing. EOE.

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