

HALLKEEN MANAGEMENT

Job Title: Regional Property Manager

Location: Massachusetts, Connecticut

Hours: Full Time

Job Description:

HallKeen Management seeks a qualified, motivated and experienced Regional Manager to oversee operations of eleven properties consisting of approximately 1,199 units of market, tax credit and subsidized housing and 20 commercial spaces. Properties are located in Western Massachusetts and Connecticut.

The ideal candidate would possess strong leadership, supervisory and communication skills. A comprehensive background in budgeting and cash management is required. The Regional Manager is fully responsible for each property's financial and compliance performance. The Regional Manager reports directly to the Chief Operating Officer and is in regular contact with Owners, State Monitoring Agencies, and Regulatory Agencies.

A Bachelor's degree or five years prior senior property management or regional experience is required. The ideal candidate would have working knowledge of LIHTC and HUD policies and procedures. Travel is required in this position. This is a full-time position with benefits.

If you are interested in applying or know someone to refer for the position, please fax or e-mail, resume to 781-915-3039 or tglasman@hallkeen.com