

# Housing Programs Specialist

The City of Janesville (population 63,500), located in south central Wisconsin, is seeking qualified candidates to fill the position of Housing Programs Specialist in its Housing Services Division of the Neighborhood and Community Services Department. This full-time, non-exempt position is responsible for outreach, client counseling, and housing project management. The Housing Programs Specialist oversees housing rehabilitation projects to ensure decent, safe, affordable housing is provided to residents. This position also performs Housing Quality Standards (HQS) inspections to ensure that all minimum Department of Housing and Urban Development (HUD) standards are met. The Housing Programs Specialist reports directly to the Housing Services Director.

A High School diploma or GED is required. A minimum of one (1) year experience in construction management, real estate, or grants management is required. Certification as Lead Risk Assessor is desirable.

The starting salary for this position is \$40,343. The City offers a comprehensive benefit package. Individuals interested in applying can download an application on the City's website at [www.ci.janesville.wi.us](http://www.ci.janesville.wi.us). The application deadline is Sunday, October 7, 2018.

The City of Janesville is an Equal Employment Opportunity Employer.