

PART-TIME EMPLOYMENT OPPORTUNITY
PUBLIC HOUSING AUTHORITY
CITY OF CHETEK

SERVICES REQUESTED: City of Chetek Housing Authority's Lone Oak Apartments is seeking qualified applicants to manage 30 units of Public Housing, funded and governed by an annual contributions contract with the Department of Housing and Urban Development (HUD). The applicant will be responsible for tenant management, property management, administration, supervision of staff and oversight of the property.

SUBMISSION OF APPLICATION: All applicants shall submit a resume and cover letter, marking the envelope "Attn: Lone Oak" and submitted to Chetek City Hall, P.O. Box 194, 220 Stout St., Chetek, WI 54728. Applications must be submitted by 4:00 pm on April 11, 2019. Applicants should demonstrate an understanding of the requested services and an ability to perform such services.

COPIES OF THE JOB DESCRIPTION: Will be available for review at City Hall during regular office hours.

Equal Opportunity Employer