

East Housing Site Manager

The CDA Housing Operations Division is seeking a manager for 277 housing units across 6 locations on Madison's east side. The East Housing Site Manager directs the day-to-day operations of Tenney and Truax Park Apartments and scattered units on the east side of Madison in accordance with established regulations and guidelines. This is responsible supervisory and administrative work, which involves developing and maintaining effective tenant relations, coordinating facility maintenance and administrative activities, enforcing lease agreements and timely rent payments, and administering federally subsidized housing programs. Work is performed under the general supervision of the Housing Operations Program Manager.

The City of Madison strives to provide exceptional customer service to all its residents and visitors. Therefore successful candidates will have demonstrated ability to effectively work with multicultural communities.

For the complete list of the knowledge, skills, and abilities, please reference the [classification specification](#) on-line.

The job posting may be found at:

<https://www.governmentjobs.com/careers/madisonwi/jobs/2702736/east-housing-site-manager?page=2&pagetype=jobOpportunitiesJobs>

City of Madison
215 Martin Luther King, Jr., Blvd
Madison Municipal Building – Suite 261
Madison, WI 53703
(608) 266-4615
Website: <http://www.cityofmadison.com/jobs>