

### **Assistant Property Manager**

The Housing Authority of the City of Greenville is recruiting for an Assistant Property Manager, responsible for performing a variety of functions such as: preparing, maintaining and updating financial and other records including collections of rent and other charges. All applicants must be able to pass pre-employment drug screening, criminal background check, and possess a valid North Carolina Driver's License.

Applications can be obtained at the Housing Authority of the City of Greenville Central Office, 1103 Broad Street, Greenville NC, 27834 or at our website: [www.ghanc.net](http://www.ghanc.net). All completed applications must be returned to the Central Office by 4:00 pm, Friday, February 9, 2018, please note resumes will need to be submitted along with agency application to be considered.