



"Providing Decent, Safe and Affordable Housing"

Occupancy Specialist

Are you seeking a meaningful career opportunity? Combine your administrative and people skills to serve residents at the Lebanon Housing Authority. Work as a team player in the rental housing industry to provide quality customer services in a multi-tasking and business environment. Ideal candidates must be courteous, trustworthy, punctual, and willing to assist the public with housing issues.

The ideal candidate will possess competent computer and financial skills, learn HUD policies and procedures, including file management, and adhere to strict confidentiality. Experience in property management and knowledge of English and arithmetic is preferred (bilingual is a plus).

Benefits include retirement, paid vacation, and paid sick days. The Lebanon Housing Authority is an Equal Opportunity Employer.

Experience job satisfaction knowing you are making a difference in residents' lives. To view a full job description, go to www.lhatn.org. Then click on "Careers." Qualified applicants should send their resumes to director@lhatn.org.



EQUAL HOUSING
OPPORTUNITY