



Legacy, LLC is seeking an Associate Regional Property Manager to assist with directing and coordinating all activities of the properties in their portfolio to ensure that company and/or owner financial and business objectives are achieved. This position is responsible for the full range of property management responsibilities including familiarity of all types of communities most specifically Condominiums and working with Boards of Directors and Home Owners Associations. The Associate Regional Property Manager must ensure compliance with all state and federal applicable housing regulations and is the main point of contact with the client. In addition, this position is required to participate in industry related associations, events for networking, and for actively marketing and supporting new business growth.

Qualifications:

- 3 years of related experience and/or training; or equivalent combination of education and experience
- Strong organizational, client relations and contract management skills
- Excellent written and communication skills, coaching, mentoring, supervisory and presentation experience
- Knowledgeable in Property Management and/or guidelines pertaining to federal, state and local agencies if applicable
- Real Estate license required
- IREM CPM® designation preferred
- Experience working with software programs, Yardi preferred
- Ability to attend night and weekend meetings/events and to be available for staffing needs and emergencies
- Working knowledge of MS Office products: Word, Excel, Outlook, etc.
- Local travel required, must have a valid driver's license, reliable transportation and automobile insurance

Qualified candidates should apply online or email a resume to recruiting@legacypmc.com with a note regarding the position they are interested in.

An Equal Opportunity Employer, our employees are our most valuable asset and Legacy is committed to fostering, cultivating and preserving a culture of diversity and inclusion. The collective sum of individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our employees invest in their work represents a significant part of not only our culture, but our reputation and Legacy's achievement as well.