

COMPANY WEBSITE POSTING

Senior Community Association Manager: Keystone Pacific Property Management, LLC dba Association Management, Inc., seeks Senior Community Association Manager. Job site is located at 3140 W. Belltower Dr. Meridian, ID 83646. Bachelor's Degree in Business Administration, Finance, Accounting or another closely related field and 4 years' experience in job offered or as General Manager, Property Manager, Portfolio Manager, HOA Manager or another closely related field.

Must hold Professional Community Associate Manager (PCAM) certification.

Travel quarterly or bi-annually within a 300-mile radius to properties in Idaho and Washington in the following counties: Coeur d' allene, Kootenay County Idaho, Spokane, Spokane County Washington and Twin Falls, Twin Falls County Idaho.

Job Duties:

Manage day-to-day Community Association Management (CAM) operations for a high growth management company including an assigned reporting staff Community Association Managers (CAMs) and Assistant Community Association Managers (ACAMs); Manage assigned new client community transitions and hand-off to a CAM after the initial two to three months of operation

Will Supervise 4 Subordinates: Assistant Manager, Maintenance Technician, Community Manager.

IF INTERESTED, PLEASE E-MAIL RESUMES:

Keystone dba Association Management, Inc.:

Kyla Borst

Corporate Recruiter

kborst@keystonepacific.com