

Sylacauga Housing Authority

Sylacauga (AL) Housing Authority (SHA) is seeking a qualified applicant for its Chief Operating Officer (COO) position. This executive-level position assists the Executive Director/CEO in the effective and efficient administration of the Sylacauga Housing Authority and in reporting to and maintaining effective relationships with the City, County, Congressional offices, Board of Commissioners and a variety of community-based organizations. The COO makes verbal reports and presentations to the Board of Commissioners, other entities and organizations. The COO prepares reports and resolutions for the Board of Commissioners' review and approval. In the absence of the Executive Director/ CEO, assumes full management of the agency and services.

Sylacauga Housing Authority has 626 units of public housing and is located in Talladega County in east-central Alabama.

Qualified applicants will possess a BS degree in Public Administration, Business, Administration, Management, Social Work or a closely related field plus five years of responsible managerial experience in public housing or regulatory agency, or an equivalent combination of education, training or experience resulting in the ability to perform the essential functions of the job. Certification as a Public Housing Manager is required within one year of entry into the position. Additional certifications in Fair Housing, Maintenance, and Uniform Physical Condition Standards (UPCS) are desirable.

Demonstrated understanding of affordable and public housing management including asset management; including applicable laws and regulations, maintenance, modernization, project management, procurement, and financial management are required. Knowledge and experience with tax credit, RAD, mixed-finance, and rural housing programs are desirable.

To apply for this position, please submit a current cover letter, resume and supporting documentation by mail to Sylacauga Housing Authority, Attn: Human Resources, P.O. Box 539, Sylacauga, AL 35150 or by email to hr@sylacaugaha.com. (Overnight mail should be sent to Sylacauga Housing Authority, 415 West 8th Street, Sylacauga, AL 35150).

Any offer of employment will be conditioned upon successful completion of an integrity test, background check, and a pre-employment drug test.

Sylacauga Housing Authority is an Equal Employment Opportunity employer which selects the individual who is the best match for a position based on job-related qualifications without regard to race, color, creed, sex, national origin, religion, sexual preference, age, disability or another protected group status.

Deadline for application is May 29, 2018, at 5:00 p.m.