



Position: Resident Services Coordinator
Type: Probationary/Regular, Full-time

Minimum Education, Training, Experience and Skills:

Bachelor's degree in Business, Social Sciences, or Public Administration or closely related field from an accredited college or university with two (2) to five (5) years of relevant experience; or an equivalent combination of education and experience. Previous experience working with at-risk youth preferred.

Duties and Responsibilities:

This position will coordinate the planning, organizing, and implementation of the delivery of services and the implementation of strategies to improve the quality of life for the Authority's residents. This position is directly accountable for achieving targeted departmental results, performance, quality service standards, and preparation of appropriate analyses.

Application Procedures: Interested persons who meet the qualifications above should complete a Pembroke Housing application and submit it as soon as possible to:

Pembroke Housing
ATTN: Ashley R. Locklear
P.O. Box 910
Pembroke, NC 28372

Employment applications are available at the Administrative Office located at 606 Lumbee Street, Pembroke, NC, or online at <https://www.pembrokeha.com/careers>. Position is available until filled.



Pembroke Housing Authority is an
Equal Employment Opportunity Employer