



## **PROPERTY MANAGER**

Power Properties Ltd is a full service Real Estate and Property Management Company started in Calgary in 1980. We are looking for that special someone who can relate diplomatically with a variety of personalities and cultures. Enthusiasm, a sense of humor and a positive upbeat personality are essential characteristics.

This is a career opportunity that is very gratifying if you enjoy helping people. Our friendly team of professionals work very well together, helping each other out whenever needed.

## **QUALIFICATIONS**

- Multi-tasking, computer literacy and the ability to communicate clearly in English both verbally and in writing.
- At least five years' experience in real estate or property management is essential and you must be licensed by RECA.
- This position includes troubleshooting maintenance issues, dealing with tenants and property owners on a daily basis, move ins/outs, reconciling security deposits and any follow up required.
- This position requires clear knowledge of the RTA and general knowledge of basic plumbing, heating and home repairs.

We have a complete package of medical/dental benefits including quarterly bonuses and you would also have exclusive use of a company car. If you believe that you can meet and exceed the above prerequisites, we would welcome the opportunity to meet with you.

**Please contact [debbie@powerproperties.net](mailto:debbie@powerproperties.net) to arrange for an interview and provide your salary expectations.**