



JOB POSTING

Director of Maintenance and Capital Improvement

The Housing Authority of the City of Bloomington seeks applicants for a key management position: Director of Maintenance and Capital Improvement. This full-time position will oversee operation of the Housing Authority's Maintenance Department, which is responsible for upkeep of 611 units of public housing at ten sites in Bloomington. The department has 12 full-time employees, 10 of whom are covered by a collective bargaining agreement. The Director of Maintenance and Capital Improvement is also responsible for managing the Housing Authority's annual Capital Fund Grant, which funds renovation and improvement projects at Housing Authority sites.

The position requires a bachelor's degree with coursework in construction management, business administration, or a related field or extensive work experience in maintenance management, capital improvement planning and/or grant-funded construction. A minimum of eight years of experience with at least three years of supervisory and construction management experience is required.

The Director of Maintenance and Capital Improvement will be required to exercise independent judgment, manage multiple construction projects, and ensure compliance with detailed regulations. Proficiency in Microsoft Office software required. Ability to maintain good tenant relations is critical. A valid Illinois driver's license is required.

The anticipated starting salary range for the Director of Public Housing position is \$58,000 to \$70,000/year, depending on experience and qualifications. A comprehensive benefits package including health insurance and generous employer-funded retirement plan is also offered.

Qualified candidates for the Director of Public Housing position should submit a resume and cover letter to Jeremy Hayes, Executive Director, 104 E. Wood Street, Bloomington, IL 61701 via email at kristineg@bloomingtonha.com. Candidates are encouraged to apply by February 28, 2020 but resumes will continue to be accepted until the position is filled. The Housing Authority of the City of Bloomington is an equal opportunity employer (EOE).