Position Posting: Executive Director

The Housing Authority of the City of South Charleston is seeking qualified applicants for the position of Executive Director.

The Director will be responsible for the administrative management of one hundred twenty-one (121) units of public housing and the implementation of the rules, regulations and policies of the Housing Authority under the direction of a five member Board of Commissioners.

The authority requires the candidate to possess a practical knowledge of HUD regulations pertaining to PHA management, leadership skills, maintain positive public and community relations, and have a basic understanding of financial documents. A minimum of five years’ work experience in either a public housing environment, public administration, or similar professional employment and at least three years supervisory experience is required.

Education requires any combination of training and experience equivalent to a bachelor’s degree or higher in business administration, public administration, or related field. Public Housing Management (PHM) certificate required within one (1) year of employment.

Salary is negotiable. To apply, send a cover letter and resume to: Search Committee, South Charleston Housing Authority, 520 Goshorn Street, South Charleston, WV 25309 or e-mail info@southcharlestonhousing.org by 3:00 PM, April 19, 2019

The Housing Authority of the City of South Charleston, WV is an Equal Opportunity Employer.