



Leasing Consultant

Southwest Trails

We are seeking a Leasing Consultant to join our growing team!

Responsibilities:

- Present a professional friendly office atmosphere while greeting prospective and current residents.
- Conduct tours of the community and specific apartments with prospective residents.
- Qualify applicants according to Foundation Communities Criteria
- Complete all new and renewal lease paperwork.

Qualifications:

- Previous experience in real estate, property management, or other related fields
- LHITC experience is desired
- Bilingual is desired
- Onsite experience is desired
- Excellent written and verbal communication skills

Foundation Communities is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation & gender identity.

To Apply: Please send cover letter and resume to donna.hampton@foundcom.org