

## **HALLKEEN MANAGEMENT**

**Job Title:**                      **Leasing Consultant**

**Location:**                      **Bayview Towers, Stamford CT 06901**

**Hours:**                          **Part time (25 hours per week)**

### **Job Description:**

HallKeen Management is seeking an organized, articulate, energetic people-person to join our team. This is an opportunity to work on an exciting downtown building! As a Leasing Consultant, you will assist with all administrative/leasing duties associated with a busy apartment community located in Stamford CT.

The ideal candidate should possess strong communication skills both verbal and written. Strong marketing skills and professional demeanor a must at all times. Must be able to multitask and thrive in a fast paced environment. Candidate should be computer proficient. Previous experience in residential leasing, subsidized housing and/or property management a plus.

Candidate must be willing to work a flexible- schedule including weekends if needed.

If you are interested in applying or know someone to refer for the position please fax or e-mail resume to Verlaine Casimir, at .203-358-9128 or at [vcasimir@hallkeen.com](mailto:vcasimir@hallkeen.com)

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