



Job Title: Regional Property Manager

Location: New York Metro 11385 Area

Hours: Full-time

HallKeen is a Boston based property management company with 33 years of experience in multi-family, assisted living, and mixed-use properties throughout New England, New York, Virginia, Maryland, North Carolina, Florida, and D.C. Our mission is to create partnerships and provide leadership that results in successful business ventures and thriving residential communities.

2025 marks a new chapter for HallKeen. Industry leader, Andy Burnes, has welcomed new leadership with deep experience in affordable housing and social impact to build upon HallKeen's rich legacy to lead the company to its next phase of growth and expansion, creating a rare opportunity for high-energy, assertive, team-players, ready for a challenge and opportunity for career growth.

The ideal candidate would possess strong supervisory and communication skills-verbal and written, and a comprehensive background in budgeting and cash management. Must be proficient in MS Office, particularly excel. This person is fully responsible for each property meeting or exceeding budget expectations along with meeting full compliance with all state and federal regulations as it relates to a variety of subsidy programs. The Regional Manager is in regular contact with state monitoring agencies, owners and staff. The Regional is also responsible for all training for the staff within the portfolio and reports to the Chief Operating Officer.

Minimum Requirements:

- Bachelor's degree in Business, Real Estate, Finance, Public Administration or related field
- 5+ years progressive multifamily leadership with affordable housing experience; 5+ years leading multi-site teams
- Deep knowledge of LIHTC, Section 8/HUD programs, Fair Housing, and compliance requirements
- CPM strongly preferred; NAHP-e, HCCP, COS, TCS, or equivalent designations a plus
- Proven success in NOI, occupancy, delinquency, and compliance performance across large portfolios
- Proficiency in Microsoft 365 and property management software (RealPage, MRI)
- Proven leadership, analytical, communication, and change-management skills.

Benefits:

Full time position offers a competitive benefit program to include Medical, Dental, Vision, Health FSA, Dependent Care FSA, Short-Term Disability, Long Term Disability, Life Insurance, Home and Auto Discount program, Vendor Discount Program, 401(k) with matching contribution, Accrued Vacation, Sick, and Personal time and Paid Holiday Benefit.

If you are interested in applying or know someone to refer for the position, please e-mail resume to apolimeni@hallkeen.com