



Career Center

[Career Center Home](#)[My Applications](#)[My Referrals](#)

If you are unable to complete this application due to a disability, contact your employer.

Property Supervisor

Property Management

Full Time

Management

San Francisco Corporate Office, San Francisco, CA, US

Today

Requisition ID: 1502

About BRIDGE Housing

BRIDGE Housing strengthens communities and improves the lives of its residents — beginning, but not ending, with affordable housing. By joining BRIDGE, you'll help to:

- Take real action to resolve the housing crisis that affects us all.
- Reverse historical and ongoing housing injustices affecting low-income people and communities of color.
- Reduce homelessness.
- Provide holistic service programs and equitable opportunities to families, children, and seniors.
- Create transit-oriented, green, sustainable cities.

About the Position

As an effective Property Supervisor, you have experience managing multiple facilities and on-site teams, and you can think quickly to solve problems and address the root cause. You will be responsible for a portfolio of 5-7 affordable housing communities in the San Francisco Bay Area. You will oversee each facility's on-site team and day-to-day operations, ensure the site is in compliance with all applicable funding requirements, and manage the annual budget.

This position requires the ability to travel to properties throughout the region. Experience with supportive housing is preferred.

Responsibilities

- Regularly visit properties in portfolio to ensure proper procedures, preventive maintenance, physical plant repairs and upgrades
- Hire and supervise site personnel including managers, office staff, and maintenance/janitorial staff
- Conduct annual evaluations and organize staff training
- Solicit bids and manage the budget for maintenance and capital improvement projects
- Maintain communication with all stakeholders: residents, vendors, site staff, corporate staff (accounting, asset management, etc.)

Qualifications

- Minimum 4 years of hands-on property or facilities management experience
- Demonstrated ability to work with diverse populations
- Excellent interpersonal and communication skills

- Strong problem-solving skills
- Ability to work independently within a corporate organizational structure
- Ability to travel to properties throughout Southern California

- Associate's or Bachelor's degree; extensive experience (7+ years) may be substituted for degree
- Knowledge of affordable and supportive housing preferred

BRIDGE Housing is an Equal Opportunity Employer committed to fostering an inclusive environment for our diverse workforce. We do not discriminate on the basis of race, religion, color, national origin, gender identity, sexual orientation, age, marital status, veteran status, or disability. Pursuant to the California Fair Chance Act, we will consider qualified applicants with arrest records. Should you need any assistance or accommodation in our application process, please contact us at the phone number listed on our website.

Health and Safety.

Consistent with BRIDGE's duty to provide and maintain a workplace that is free of known hazards, we have adopted a Mandatory COVID-19 Vaccination Policy to safeguard the health of our employees and their families, our customers and visitors, and the community at large. Under this policy, all BRIDGE employees are required to be fully vaccinated against COVID-19 unless a reasonable accommodation is requested by the employee and approved by Human Resources.

BACK

APPLY