



Job Order

Association Name: _____ Date: _____

Address: _____

Contact Person and Title: _____

Send Resumes to: _____

Phone Number(s): _____

Fax Number: _____ Email: _____

Website: _____

Mail, Fax or Email Resumes: _____ Date Needed: _____ Salary: _____

Live On or Off: _____ Couple Desired: _____ Pets Allowed: _____

Number of Units: _____ Buildings: _____ Floors: _____

Number of Staff: _____ Waterfront: _____ Acres: _____

Pool: _____ Other Amenities: _____

Benefits: _____

Full or Part Time: _____ How long has the last manager been there: _____

Community Information: _____

Upcoming Projects: _____

Manager Skills and Requirements: _____