

Affordable Housing Compliance Analyst Position Available- Concord, NH Area

We are searching for an Affordable Housing Compliance Analyst to join our growing consulting firm. We are searching for a person to work with clients to ensure that their properties, located throughout the country, are in compliance with various types of affordable housing programs by performing detailed file reviews that are submitted electronically to our Concord NH area office. This is a permanent full time position and we are looking for the right candidate who can offer the following skills and qualifications:

- Knowledge of HUD and LIHTC programs
- Detail orientated, analytical and possess accuracy in basic math skills
- Excellent interpersonal communication skills both oral and written
- Computer literate in network environment and MS Office. Knowledge of customer relationship management (CRM) software services a plus
- Independent, motivated and resourceful with the ability to multi-task
- Industry training and certifications (C3P, HCCP, COS, etc) is preferred

If you are knowledgeable in HUD and Low Income Housing Tax Credits programs, analytical and resourceful, a team player who can work well independently when given direction and have good customer relation skills, you may be what we are looking for!

US Housing Consultants is an equal opportunity employer. We offer a competitive salary with medical, dental, vision plan options available. Submit resume with salary requirements to:

Judy Varrill, VP of Compliance Department
US Housing Consultants
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(603)223-0003 x107