



*Martin F. Szydłowski, Executive Director*

## **Job Posting**

### **SECTION 8 VOUCHER HOUSING PROGRAMS SPECIALIST**

Applications are currently being accepted for a full-time Section 8 Voucher Housing Programs Specialist. Auburn Housing Authority offers an excellent benefits package.

Responsible for interviewing applicants for residence in housing owned/administered/managed by Auburn Housing Authority. Duties to include but are not limited to the selection and assignment of prospective tenants to available units for all; including but not limited to; Public Housing, Project Based Section 8, Tax Credits and other owned Housing Programs. To exercise independent judgment within an established framework of guidelines, policies, procedures and regulations. To report and refer to the Housing Programs Director any unusual or unique situations. Work will be monitored through frequent consultations and through written reports

The Section 8 Voucher Housing Programs Specialist is a 35-hour weekly, non-exempt position. The starting pay is based upon experience. Auburn Housing Authority has an excellent benefit package some of which include health, dental, short-term disability, Maine State Retirement, 24 days Earned Benefit Time, and 13 paid holidays.

You may send a resume to: [trouleau@auburnhousing.org](mailto:trouleau@auburnhousing.org)

You may also pick up a job application and job description at:

**Auburn Housing Authority  
20 Great Falls Plaza  
Auburn, ME 04210**

For more information please contact:

Tamara Rouleau, Human Resource Administrator at (207) 784-7351

Or go to our website: [www.auburnhousing.org](http://www.auburnhousing.org)

Equal Opportunity Employer / Section 3 Applicants Encouraged to Apply

P.O. Box 3037 20 Great Falls Plaza Auburn, Maine 04212-3037 (207) 784-7351 FAX: (207) 784-5545 ME Relay – Call 711



*Equal Housing Opportunities*