



## CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

- **Job Title:** Staff Services Manager I
- **Working Title:** Manager – Telework Option
- **Salary:** \$6,403.00 - \$7,954.00 per month
- **Final Filing Date:** 01/19/22
- **Work Type/Schedule:** Permanent, Full time
- **Location:** Sacramento County

### **Job Description:**

**This position is eligible for full-time telework under Government Code 14200 for eligible applicants residing in California.**

Under the general direction of the Section Chief, Staff Services Manager (SSM) II, the incumbent oversees and directs the day-to-day activities of technical staff that administer state and federal loan/grant transactional activities for the multifamily loan/grant programs with a focus on the Portfolio Reinvestment Program. The incumbent independently oversees staff working on all phases of multifamily loan/grant transactions who are responsible for the analysis, oversight, underwriting, change approval, construction and permanent loan/grant closing and disbursements.

### **Desirable Qualifications:**

- Thriving independently in a fast-paced environment
- Prior management experience
- Experience/knowledge of closing loans or grants with HCD multifamily housing programs
- Business, finance, or real estate education or experience
- Knowledge of tax credit financing for multifamily housing

Please click [here](#) to apply.