

The Needham Housing Authority is currently seeking a Public Safety /Resident Coordinator. The applicant must have attained master's degree in Criminal Justice. Skill interpersonal skills, coordinates time effectively and investigation background. Five (5) years continuous, full or part-time experience working as Public Safety Officer.

The applicant must have experience and skill in most or all the following areas: The applicant must have experience and skill in most or all the following areas: Investigates reported and suspected violations of NHA lease violations, state and federal laws and rules; determines whether probable cause exists for action;

The incumbent shall have college level training in relevant areas such as psychology, counseling, sociology, human relations, social work or community organization

Demonstrate initiative and to work with a minimum of supervision; should have the ability to establish and maintain effective relationships with residents, co-workers and service providers; must be able to meet with residents in their individual dwelling units;

The position requires: a valid Massachusetts Driver's, license, ability to lift fifty (50) pounds, to bend, stoop, and move in constricted areas, to climb a ladder and work in high places, have good visual ability, be able to read and respond to written instructions in English, be able to pass a criminal background check, be willing to work with a culturally diverse population and with people of various socioeconomic backgrounds.

Please submit resume and cover letter to: Needham Housing Authority, 28 Captain Robert Cook Drive, Needham, MA 02494, by fax: 781-444-1089, or in person. Resumes will be accepted until job is filled. The Needham Housing Authority is an Equal Opportunity Employer.