



**ARE YOU ENERGETIC AND ORGANIZED?
DO YOU LIKE BEING A PART OF SAFE AND CLEAN COMMUNITY?
DO YOU ENJOY WORKING WITH OTHERS AND PROBLEM SOLVING?**

If you answered yes to any of the above, then we want you join our TransGlobe REIT team!

We are currently looking to hire Live-in Building Representatives (Couples and Singles).

The successful candidates' responsibilities will include:

- Maintaining positive tenant relations
- Providing day to day operational maintenance including common area cleaning and unit turnover duties (for move ins & move outs)
- Leasing and showing suites to prospective tenants
- Conducting minor maintenance including but not limited to: plumbing, electrical and painting
- Coordinating with suppliers to facilitate outsourced maintenance work orders
- Administrative Duties

Requirements for joining our TransGlobe team:

- Strong customer service skills and focus; an ambassador for the REIT
- Positive energy and strong interpersonal skills
- Ability to work flexible hours including evenings and shared weekend coverage.
- Organized and able to multi-task
- Related experience is an asset (maintenance, cleaning, administration)

Full time and part time positions are available. Attractive Compensation Package

Please send resume to careers@gotransglobe.com or fax to 1-866-419-2949 and state position title in the subject line. Visit our website at www.gotransglobe.com