

## make your mark in a growing industry

There has never been a better time to start a career in residential property management (RPM). Demand for apartments is growing rapidly — and so is the need for talented, creative individuals who can help build strong communities. RPM is a robust, dynamic and highly professional field dedicated to helping people choose and enjoy the housing lifestyle that's right for them.

## start your career today

Search for jobs and connect with real people working in residential property management at **RPMcareers.org**.

### Learn more about NAAEI:

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Arlington, VA 22203

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TOMORROW'S WORKFORCE.

careers in residential property management

# assistant community manager



# the right career for me

**Name:** Keon Drake

**Title:** Assistant Community Manager

**Age:** 34

**Time in Residential Property Management:**  
3 years

**Education:** Bachelor's degree in mass communications; master's degree in human resources

**Aspiration:** Regional Manager

**“After spending eight years in the education field, I decided to make a career change. I got my certification in residential sales but faced a tough economy, and realized the timing was not right for success in real estate sales. I began to work part time as a concierge for an apartment community and moved my way up into a full-time position four months later. After six months, I was promoted to marketing specialist, working with the leasing department to generate qualified traffic, give tours to prospective residents, and handle administrative tasks.”**

**“A year later I transitioned into a position as lead resident service coordinator. I was responsible for managing a team of six staff at the front desk. Now, as the assistant manager of my community, I work on operational issues behind the scenes—supervising staff, overseeing the community’s financials, and interacting with residents.”**



## opportunities for advancement

Whether you excel at accounting or data administration, are a master organizer, or get satisfaction from helping people, careers in residential property management (RPM) offer many possibilities and the opportunity for lifelong learning and career development. An assistant community manager assists

the community manager in managing the apartment community. Previous experience in bookkeeping or customer service can easily be applied to this rewarding career, which can lead to positions as a community manager and eventually a regional community manager.

## a rewarding career: assistant community manager

### ▶ annual base salary range\*

entry level:  
\$33,200 - \$42,200

### ▶ work hours

full-time

### ▶ housing benefits

some employers offer 20% or more rent reduction

### ▶ benefits

health insurance, life insurance, retirement plan, tuition assistance

### ▶ additional earnings\*

bonus pay of 11% of salary

### ▶ training

continuing education and professional credentials

\*2013 CEL & Associates Real Estate Compensation Survey. These salary ranges are not reflective of every market and may be higher or lower depending on geographic location and employer.