



CERTIFIED APARTMENT MANAGER[®]



**WE RECOMMEND THIS COURSE for
community managers and**

experienced assistant managers. Earning your CAM credential allows you to demonstrate that you have the knowledge and ability to manage an apartment community and achieve the owner's investment goals.

YOU'LL LEARN ABOUT:

- Occupancy rates
- Comprehensive marketing plans
- Sales team management and product readiness
- Equitable treatment of current and potential residents
- Resident retention and maintaining a positive company image
- Communicating with residents
- Customer service and issue resolution
- Enforcing company policy and complying with laws and regulations
- Property inspections
- Preventive maintenance programs
- Service request management

- Apartment turnover
- Working with contractors and suppliers
- Recruiting high-caliber employees
- Employee orientation, training, and evaluation
- Employment regulations and record keeping
- Analyzing the property's financial operations and taking corrective actions for underperformance
- Monitoring property performance to achieve the owner's investment goals
- Accounting principles and practices
- Maximizing net operating income
- Reporting property performance accurately

CAM (Certified Apartment Manager)

Sign up NOW to earn your Certified Apartment Manager Designation and enhance your management skills. Classes start Feb.19; March 26; April 16; May 21 and June 18 ** from 8:30 am until 4:30 pm! Lunch included! Location: 3220 North Street, Nacogdoches, TX 75965

Cost \$669, includes all materials & testing - Payment plans are available.

Name: _____

Property:_____

Phone: _office:_____ **cell:**_____

Email: office:_____

personal:_____

Contact Mary at pwaa.07ae@yahoo.com or 936-560-2211