



SUHRCO Residential Properties, L.L.C.

Property Assistant

Thank you for your interest in SUHRCO!

SUHRCO manages a diverse portfolio of commercial and residential investment-grade properties including those owned by pension funds, large institutional real estate owners, private investors, and partnerships. Located in Bellevue, Washington, SUHRCO Management, Inc. and SUHRCO Residential Properties, LLC have been meeting the specific requirements of Pacific Northwest properties for over 35 years.

SUHRCO Residential Properties, LLC is looking for a property assistant with 2 – 3 years recent experience in the property management industry. Qualified candidates must be an experienced administrative assistant who is comfortable working in a busy office supporting property managers, accountants, and corporate management.

The qualified candidate must be organized with excellent follow-up skills and be able to work independently, possess excellent computer and customer service skills, and demonstrate the ability to multi-task and work well under pressure.

Send cover letter and résumé to jobs@suhrc.com.



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