



The United Community Housing Coalition (UCHC) is seeking a contractual temporary employee to work from April 2019 - August 2019 as a residential Home Inspector.

### Key Responsibilities

- Complete site visits with potential "Make it Home" Program clients
- Perform home inspections to assess home for minimum Make it Home Program livability requirements.
- Assess safety issues at the home and document needed repairs
- Convey to client any actions they may need to take to get home into Make it Home program
- Upload completed survey and pictures to Loveland app with smartphone or tablet.

### Qualifications and Requirements

- Education: High school Diploma or GED equivalent
- Basic computer skills - Microsoft Office (Word, Excel), Google Calendar, Loveland Survey App
- Ability to perform home inspection solo and interact with clients
- Time management skills
- Customer service experience

### Specifics

Part-time position. Must be willing to commit to 25-30 hours per week. Hourly rate commensurate with experience. Schedule: Between 9:00 a.m. – 6:00 p.m., Monday-Friday.

Interested candidates should send a resume, an employment application, cover letter, and three references to: [tbishop@uchcdetroit.org](mailto:tbishop@uchcdetroit.org)

### About UCHC

The United Community Housing Coalition (UCHC) is a nonprofit comprehensive housing assistance organization, which has provided a variety of housing-related services to Detroit's low-income residents since 1973.

The organization has worked with tenants, homesteaders, homeowners, the homeless, community organizations rebuilding neighborhoods and providing affordable housing, religious, civil rights, labor and housing advocacy organization to improve, preserve and expand affordable housing opportunities for low-income Detroiters.

Because of its long history and significant expertise as a comprehensive housing services provider in Michigan, the organization is frequently asked to provide advice to other organizations in communities across Southeast Michigan.

All service are provided to income-eligible families and individuals free of charge.

*United Community Housing Coalition provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, United Community Housing Coalition complies with applicable state and local laws governing nondiscrimination in employment. This policy applies to all terms and conditions of employment, including but not limited to recruiting, hiring, placement, promotion, and termination.*

*Consistent with state and federal laws, UCHC is committed to maintaining a workplace free from the abuse of drugs and alcohol.*