

**Housing Complexes**  
**Managed by Human Resources Development & Employment, Inc.**

**Resident Assistant (RA)**

A Resident Assistant lives onsite for the purpose of site security and to provide emergency assistance to the residents. This position is compensated by free rent and electric for the available apartment. The RA must pay cable and telephone.

The RA is required to perform one hour each day of janitorial duties Monday through Friday to ensure that the front entry and restroom are presentable. An hourly wage is paid for the one hour each day Monday through Friday.

In the absence of the manager:

- the RA will answer emergency calls from residents; arrange for rescue squad, police, etc.
- the RA will notify the manager of any issues at the site.
- the RA will assist the fire department during any emergency.

If for any reason, the company needs the apartment, a 30-day written notice will be given.

The RA must meet employment requirements of a background check, drug test and review through the National Sexual Offender Public Registry.

The RA must pay a Pet Deposit if applicable.