

Internship Opportunity at Property Management Services Department

Highlight of the Internship Role:

By engaging in the daily operations of the Property Management Services team, the intern will gain a solid understanding of real-world property management practices. The internship provides exposure to tenant services, facility operations, and general administrative execution within a professional property management environment.

- **Operational Support in Property Management:** Assist in routine property management duties, helping the team ensure smooth day-to-day operations and service delivery across managed properties.
- **Tenant Service Engagement:** Support communication and coordination with tenants, contributing to a positive tenant experience while learning effective customer service practices.
- **Exposure to Industry Practices:** Observe and participate in different work tasks, allowing the intern to explore interests, recognize strengths, and gain clarity on areas for career development.

Requirements:

- Students in Business, Marketing, or Property Management disciplines.
- Proficient in Microsoft Office (Word, Excel, PowerPoint).