Property Manager - Glenhart Views
Full-Time

Comox Valley
Courtenay

Monday November 16, 2026

$26 - $30/ hour ($53,600 to $67,000 per annum*)

Company: Broadstreet Properties Ltd

Website: https://www.broadstreet.ca/careers

Industry: Management/ Administration

Remote/Camp Based Job: No

How to apply:
Please apply directly at: https://www.broadstreet.ca/careers/property-manager-glenhart-views-courtenay

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Expiry Date:
Monday, November 30, 2026

Details:
Being a Property Manager is like running a small community, it is not just a job, but a lifestyle dedicated to bettering people's lives! As a Property Manager, you get to give people a safe and welcoming home environment and build lasting relationships. At Broadstreet Properties, we have had tenants living with us for 10+ years! Are you ready to take on this new rewarding challenge and experience the feeling of giving someone the keys to their new home? If so, apply today and you could be the Property Manager at our Glenhart Views apartment building in Courtenay, BC! Your contribution to the team includes: • Managing daily on-site operations of your property, you will oversee rent collections, leasing applications, and maintain top-level tenant satisfaction • Working with the leasing team to ensure vacancy goals are met • Move-in and move-out scheduling, coordination, and inspections • Recommending physical repairs and/or replacements and creating work orders as necessary • Actively participating in meetings and offering recommendations/ideas on operations and processes What we offer: Employees enjoy a wide range of benefits and competitive reward. You will be eligible to receive wages starting from $53,600 to $67,000 per annum*, this will be determined by your skill set, education and experience. You will also be eligible to participate in the Company's benefits program covering: • Employer paid extended health, vision, and dental coverage (including family) • Employee and Family Assistance Program • Yearly health and wellness benefit • RPP eligibility after one

year • Employee recognition program • Company provided cellphone • In-house professional development opportunities Why Broadstreet? Broadstreet Properties Ltd. is a family owned and operated property management company, partnered with Seymour Pacific Developments, that manage multi-family residential communities. We are a growing organization made up of diverse team members who are motivated to continuously innovate our approach to asset management. We consider employee wellbeing a priority and are dedicated to protecting the health and safety of our teams while ensuring a workplace that is respectful of everyone. Broadstreet Properties Ltd. practices equal opportunity hiring and onboarding processes to ensure equal access and participation for everyone. We understand that we have a responsibility for ensuring a safe, dignified, and welcoming environment and we are committed to creating an inclusive environment for all employees irrespective of race, colour, religion, sexual orientation, gender identity, or any other status protected by law. We believe in integrating people with disabilities into our workforce by removing barriers and meeting accessibility needs.

Qualifications & Experience:

What you need to be successful: • Experience in a management role • High degree of resourcefulness, flexibility, and adaptability • High degree of professionalism and diplomacy • Effective computer skills including experience using the Microsoft Office Suite (Word, Excel, Outlook, Teams); experience using an ERP considered an asset

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