



KERA Quality Assurance/ Compliance Team Manager

KHRC is looking for a Quality Assurance/Compliance Team Manager for the Kansas Emergency Rental Assistance Program (KERA). This position will:

- Be responsible for supervising and training the KERA QA/ Compliance staff.
- Create procedures to review the processing staffs work and report any quality concerns.
- Investigate any potential fraud cases and report findings.
- Review policies and procedures to ensure compliance with the KERA Program.
- Identify operational issues and suggest possible improvements.

Knowledge, Skills and Experience

Bachelor's degree in business and two years of experience leading and managing teams. A combination of education and experience may be accepted as determined relevant by KHRC.

What we offer:

Paid Time Off
Discretionary Day
Paid Holidays
Paid Maternity/ Paternity Leave
Medical, Dental, and Vision Insurance Retirement Plan
Tuition Assistance
Paid Covered Parking

Resumes will be accepted until Wednesday, April 7, 2021

KHRC has implemented procedures to minimize the risk of exposure to COVID by practicing social distancing, reduced customer capacity, face mask policy and enhanced cleaning procedures. All interviews are fully remote.

Kansas Housing Resources Corporation

We help Kansans access the safe, affordable housing they need and the dignity they deserve.

KHRC is committed to providing access, equal opportunity and reasonable accommodation to all individuals in employment, its services, programs and activities.

TO APPLY, SEND COVER LETTER
AND RESUME TO:

Deanna Johnson
Director of Human Resources
611 S Kansas Avenue, Suite 300
Topeka, KS 66603

PHONE:
785-217-2009

WEBSITE:
kshousingcorp.org

EMAIL:
djohnson@kshousingcorp.org

Pay for this position is
\$50,000 annually.