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Suncoast Housing Connections is a non-profit housing organization focused on helping create affordable housing opportunities. Our mission is to provide Education, Counseling, Housing Opportunities and to Revitalize Neighborhoods for low to moderate income households. Since 1982, we have served 59,600 clients, created 4,688 homeowners and had an economic impact of \$35,424,170.

Job Position Research Intern

Why TBCDC? Opportunity to work with a team of fun, fast-paced, friendly and committed individuals that believe deeply in SHC's mission. Learn about affordable housing and the why it is important for our communities, employers, and clients. Great opportunity for someone just entering or returning to the workforce.

Desired Start Date ASAP

Job Qualifications Knowledge of Microsoft Office, particularly Excel. Must be reliable and able to work independently. Ability to handle confidential information in an appropriate manner.
Primary

Job Description

- Review past client files to identify homeowners
- Research on Property Appraiser Database
- Create Excel file or use a database system to organize data
- Create Executive Summary of research findings
- Other duties as assigned

Interested? Email fpheeny@suncoasthc.org with your resume and cover letter.