



BETENBOUGH  
HOMES®

## JOB DESCRIPTION FOR Builder

### Primary Objectives:

- Delight our homeowners with quality construction of every home that exceeds their expectations
- To oversee and manage daily construction of Bettenbough homes.

### Responsibilities:

- Deliver Bettenbough quality and value.
- Build relationships daily with trade partners and vendors.
- You will be responsible for all the work performed in the construction phase that you are assigned to.
- You must attend the daily production meeting.
- Make sure that trade partners complete their work on time.
- Inspect all work for quality and completion for payment approval.
- Schedule and direct trade partners daily.
- Make sure the home site is clean at every stage, on every home, with every trade.
- You must be thorough at your inspection points. Inspections that are done with detail are necessary to maintain our quality of construction.
- Develop an organizational system for yourself that allows you to be efficient and responsive.
- Keep a copy of the plans and site plan for each home under construction in a filing system in your truck. Make it portable, so you can take it in the office or in your home. Although all of our plans are accessible on the PDA, paper copies are sometimes necessary to leave with a trade partner.
- Inspections should be completed in a timely manner upon completion of work.
- Communicate to manager about construction progress and needs.
- Manage construction process daily.
- Hold trade partners accountable to city codes and company quality standards.
- Assist homeowner with questions and concerns during the construction of their home.
- Continue to improve the quality of the finished home.

### Necessary Skills:

Communication Skills - Superior  
Negotiating Skills – Superior  
Problem Solving - Superior  
Time Management Skills - Superior  
Computer Skills - Average  
Planning/Organization Skills - Superior

### Physical Requirements:

Ability to lift up to 50 lbs without assistance  
Ability to handle strenuous activity from climbing ladders, walking on uneven surfaces not limited to roofs, attics, ditches, and other factors found on a construction site.  
Ability to sit, stand, kneel, bend, reach, push and pull for long periods of time  
Legally and safely operate a motor vehicle for extended periods of time.

### Work Schedule

Start at 7 a.m.  
Typical work week 50 - 55 hours.  
Travel will be required.  
Meetings and events are occasionally required outside the typical workday.

**Disclaimer:** Although the Company has attempted to accurately and thoroughly describe this position, the Company reserves the right to change the same, including to change, add to or subtract from the duties outlined, within the sole discretion of the Company, at any time, with or without advance notice.