



*Design. Build. Enjoy.*

American Heritage Homes is looking for a Residential Construction Superintendent (Builder). Our Builders are the main point of contact with our homeowners during the construction process. This position must foster an environment of excellent customer service and clear communication. He/she is responsible for addressing any questions that arise throughout the process, exceeding homeowner satisfaction and maintaining the company's standards for quality.

Responsibilities include:

- Conduct lot walks with homeowners to confirm home placement, located utilities and identify any site conditions that can impact the build.
- Conduct pre-construction meetings with customers to review house plans, specifications, and selections in detail.
- Educate homeowners about the construction process and build schedule and set clear expectations.
- Perform detailed reviews of home contracts, selections, change orders, construction plans and job cost estimates to ensure accuracy and adherence to standards and budgets.
- Maintain a current and accurate schedule of each assigned job on the Master Production Schedule.
- Review and approve payment of all purchase orders, variance purchase orders and invoices. Confirm that all work is completed to our quality standards prior to approval.
- Conduct framing layout walks on each job, noting any issues or corrections to be resolved with trade partners.
- Conduct electric walk with customer after framing, price selected options and draft change orders for customer approval.
- Supervise and direct the Builder Assistant in managing all on-site construction, including scheduling trade partners on the job, inspecting all work during construction to ensure compliance with plans and specifications, resolving day-to-day problems on the job site, and, at times, perform hands-on work to finish necessary phases of construction.

Requirements include:

- Bachelor's degree in Construction Management, Engineering or similar field is desired.
- 5+ years of Residential Construction Management experience.
- Thorough understanding of residential construction codes, sequencing, and best building practices.
- Experience dealing with trade partners and skilled trades.

- Excellent written and verbal communication skills, including strong conflict and crisis management skills.
- Tech savvy and proficient with Microsoft Office programs, iPhone/iPad applications, and/or other management tools.

If you meet these requirements and you enjoy working in a fast-paced, team-oriented environment, this may be the opportunity for you! American Heritage offers an excellent compensation and benefits package, including comprehensive medical/dental, retirement benefits with a company match, company vehicle and much more!

**About American Heritage Homes** American Heritage Homes is a locally owned custom home builder. For over 25 years, Central Ohio families have trusted us to build their dream home on their own land. We are a multi-award-winning Parade of Homes builder with the innovation, integrity, and passion to build quality homes every day. After all, we answer to our homeowners, not a board of directors or investors, and we know that our timeless designs not only impact our homeowner's lives, but also the communities in which we live, work and play.