



Example of Residential Construction Job Description

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Our company is growing rapidly and is hiring for a residential construction. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for residential construction

- Ensure that contractors and vendors perform on schedule and within budget
- Process variance purchase order requests
- Maintain model homes and homes under construction in a presentable condition including overall responsibility for all necessary repairs
- Assist in proactively identifying and mitigating construction issues
- Implement, maintain and follow established company safety procedures
- Internal and external scheduling with subcontractors, Homeowners, Dealers and Builders for multi-family projects
- Reviews the builder qualifications and checks vendor references
- Reviews construction plans and specifications and communicates with Builder or Architect
- Review Sales Contract and cost estimate to ensure estimated costs are reasonable to build house in accordance with the plans and specifications
- Examines builder's financial statements

Qualifications for residential construction

- Work a minimum of 50 hours per week, working at Monday through Friday and on weekends as needed
- Requires a High School diploma or equivalent and 0-2 years of directly related experience
- Knowledge of construction documents, principles, theories, and concepts

- Seeks cooperation and input in project assignments
- Provides status reports to senior management or other management to