

# STERLING CUSTOM HOMES

At Sterling Custom Homes, it is our Passion to exceed our clients' expectations with Trust, Integrity and Professionalism while Building everlasting Relationships. Sterling Custom Homes has been building homes in the Austin area for over 30 years. We take pride in guiding families through the challenging process of designing and building a custom home.

We're looking for a **Builder** to join our team!

## Objective

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As a **Builder**, you will have the opportunity to use your experience and knowledge to work closely with homeowners, supervise our trade partners, find new trade partners, coordinate building processes and work with the Sterling Team to help continue to grow and develop Sterling Custom Homes as a premier builder in Lakeway and surrounding areas.

## What You'll Do

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- Manage construction during all phases.
- Coordinate workflow and activities of multiple trade partners and troubleshoot unforeseen events.
- Monitor quality standards and practices of trade partners, always ensuring job site safety.
- Schedule city/county inspections, technicians and pre-walk-through inspections.
- Take care of paperwork and follow-up with customers and trade partners in a timely fashion.
- Ensure quality and customer satisfaction throughout the construction process through effective communication with homeowners.
- Conduct Final Walk Through on each home with homeowners and be responsible for making sure punch list is finished within required period.
- Work with estimating and purchasing to verify bids, trade partners and completion of change orders.
- Handle weekly PO/Invoice review.
- Be familiar with, and review regularly, the construction manual, specifications, subdivision information (Deed Restrictions, HOA, EPA, Tract Maps, etc.) and understand all municipal, code and site conditions associated with construction on the project.
- Maintain product quality, profit margins, budgets, and schedules through building process.
- Communicate with other team members to ensure all required materials, equipment, selections, and inspections support the building schedule.
- Ensure that all company or building policies are utilized in the construction process.
- Responsible for representing the company and being able to deal professionally and communicate directly with all types of people from our homeowners to our trade partners.
- Manage all Company business according to the Sterling's policies, Core Values and Company Mission.

## Skills and Experience Required

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- Passionate about building quality custom homes.
- Excellent customer-oriented attitude, customer service skills and a CAN-DO attitude!
- Self-motivated, detail oriented and good communication skills.
- Strong organizational skills with keen ability to prioritize, multi-task and pay close attention to detail and accuracy.
- Strong facilitation and scheduling skills.
- Ability to ask questions, willingness to take charge and make well thought-out decisions and ability to make decisions under pressure.
- Team-player with ability to multi-task, meet deadlines, and build relationships with team members, trades, and customers.
- A minimum of 5 years prior Construction experience required.
- Ability to read plans, concepts and translate into cost estimates that fit within the goals and strategy of the organization required.
- Ability to lead and learn from others.
- Work well in a fast-paced environment.
- Conscientious and strong work ethic.
- Computer literacy, proficiency with Outlook, Excel, Word, Adobe Acrobat, BuilderTrend and ability to learn new programs as needed.
- Proficient with technology.
- Current, valid Driver's License with dependable vehicle
- College degree required, Bachelor's degree in Construction Management, Business or another related field is preferred.

## Benefits

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- Competitive Salary based on experience
- Mileage Reimbursement
- Ability to attend the yearly National Association of Home Builders – Conference
- Ability to obtain Builder Designations and Continued Education
- Paid Week off at Christmas
- Paid Vacation
- Medical Insurance – 75% contribution for employees