



Estimator – Job Description

Harrison Homes is a group of professional homebuilders with a deep understanding of construction and development processes. We are the premier choice for luxury custom homes, new construction homes and high-end developments in metro Atlanta. Founded in 2007, our organization has experienced rapid growth and continues to expand all 3 divisions. We are in search of an Estimator to join our team to help us continue that growth.

Job Summary:

The Estimator is responsible for assisting with all aspects of managing the upkeep and maintenance of all new project bid processes and estimating systems. Additionally, the Estimator will support the VP of Purchasing in their day-to-day activities.

Responsibilities:

- Assist the VP of Purchasing with organizing base house big packages and RFP's for custom homes, speculative lot homes and communities.
- Assist with Change Order processing.
- Maintain and update the trade partner database, including vendor contracts, W-9s and certificates of insurance.
- Assist with entering budgets into the system.
- Support Project Managers as needed.
- Understand the project plans, specifications, and Harrison Homes' systems/processes.
- Estimate new projects.
- Maintain positive relationships with team members and trade partners.

Qualifications:

- College degree or 2 years of experience in the construction industry preferred
- Semi-custom, production residential or multi-family builder experience
- Proficient in construction software systems, ordering and accounts payable in residential construction
- Strong project management skills, and ability to manage multiple projects at once

About You:

- You're a motivated self-starter who loves to set and achieve goals
- Your attention to detail is second to none
- You believe in quality and are highly analytical

Harrison Homes
1954 Airport Rd. Ste 242
Chamblee, GA 30341
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- You are organized, tactical, efficient and accurate
- Professionally and technically competent
- Works quickly and efficiently under pressure
- You're friendly and people like to work with you

What We Offer:

Harrison Homes is a privately owned, family-oriented business. We are incredibly passionate about the homes we build, and are excited about aggressively expanding to deliver first-in-class product for Atlanta residents. We offer competitive salaries, a 401K matching program, and a flexible and friendly work environment. We are a place you can directly contribute to bottom-line growth, and grow your career in return.

To apply, send resume and cover letter to harrisonatlsocial@gmail.com

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