



# ESTIMATOR



## ABOUT THE ROLE

Preparation of cost estimates for Land Appraisals including monitoring cost changes on all live appraisals and updating cost reports for Land Department. Preparation of development budget estimates and reporting cost movements from Appraisal to Budget Estimate Summary (BES) encompassing cost engineering works.

Reports to: Commercial Director

## KEY RESPONSIBILITIES

### 1. LAND APPRAISAL

- Production of Commercial Report for inclusion in Land Appraisal.
- Prepare abnormal reports for Land Appraisal, include and appraise all latest prelim defaults.
- Ensure all Build Costs are current and correctly appraised.
- Appraise different methods of construction. Consider different forms of contract/approach to non-standard works.

### 2. ESTIMATING

- Responsible for updating the Prelim and Sitework rates.
- Ensure a regional cost library is established and maintained including all elements of prelims, siteworks and land abnormalities.
- Report all cost movement due to inflation/planning requirements, etc. up to commencement of work on site.

### 3. BUDGETING AND COMPANY STRATEGIC PLAN

- Preparation of Development Budgets and supplementary information for approval by Head of Commercial/MD.
- Production of Appraisals and build expenditure profile for inclusion into the company budget.

- Involvement in preparation of Strategic Plans, advising on Build Cost Indices/Inflation and providing updated and new appraisals/build expenditure forecasts.

#### **4. HEALTH AND SAFETY**

- Ensure familiarity with Redrow Group's Health, Safety and Environmental policies and comply with employee responsibilities.

#### **5. OTHER**

- Provide cost information for Variations when required.
- At all times comply with company policies, procedures and instructions.
- Contribute to improving the business, protecting and enhancing the reputation of the company, by putting forward new ideas and, when requested to do so, implementing change.
- Maintain regional house type price set – Keep live up to date data for accurate house type pricing
- Understanding the regional position to assess any merit in claims for increases on subcontractor rates etc.
- Maintain a live subcontractor database / tender lists
- Ad hoc civils measurement exercises to assess and understand variation / design change impact
- Assist with the valuation of high value civils variation claims across the sites
- Liaising with Technical Engineers for civils remedials and final surfacing order placement and call-off for timely handover of schemes
- BOQ Preparation according to measurement rules for Civils and Groundworks packages for Tender purposes.

#### **THE PERSON**

What kind of person are we looking for?

- Calm, understanding and empathetic approach to situations
- Team orientated and enthusiastic with a high attention to detail
- Flexible approach to dealing with issues and challenges
- Good level of interpersonal skills
- Literature in the use of IT
- Analytical and numerate
- Self-motivated and able to plan and organise effectively to meet tight timescales
- Resilient in the face of challenging situations and deadlines
- Demonstrable successful track record working for an established Civils and/or Groundworks Contractor
- Fully conversant with various current measurement rules and ability to apply these to the preparation of detailed BOQs

These are illustrative duties and the job holder will be expected to become involved in a range of work to enable the department to respond effectively to the requirements of the Company.