

Property Production Manager - Sioux City, IA

Eleven Talents, LLC – Sioux City, IA

Job Description

Eleven Talents LLC is a closely held real estate investment firm with multiple areas of focus including single family redevelopment, real estate development, investment real estate, lending and tax lien investing. These focus areas make up six closely held operating companies with shared staff and resources. Homebuyers Incorporated is one of the six operating companies focused on single family home redevelopment. We are in search of an experienced Property Production Manager in the Sioux City area to join our team!

This highly detailed individual will take a vision provided by the acquisition team and manage the scope and budget through the sale of the property. This professional will work with our team, vendors and contractor resources to achieve goals efficiently and effectively.

Responsibilities and key essential functions include, but not limited to:

- Achieves an average holding time of 45 days from possession to release of a property, maintaining progress and production on all projects after purchase is made;
- Maintains and builds a team of subcontractors, suppliers and specifications to ensure that backlog of idle inventory is not greater than 21 possession days, develops project scopes, budget and program jobs with subcontractors while utilizing only the highest and best skill level possible;
- Maintains relationships with suppliers and contractors and conducts periodic reviews for pricing and relevance;
- Achieves target budget on improvement on at least 75% of projects and responsible to review and approve all expenses and contract payments;
- Develops and manages scope and budget on multi-unit redevelopment and delivers on budget and on work schedule - responsible for development of overall schedule and triage of projects;
- Works with Onboarding Coordinator to ensure all project requirements are met (i.e., utilities, insurance, evictions, locks and security of property, etc.);
- Organizes and holds regularly scheduled meetings with direct reports;
- Overall responsibility for quality control of all projects in inventory including in progress, listed and pending;
- Organizes and programs special projects in conjunction with Operations Manager while providing direct management and oversight of all special projects.

Education, Qualifications and Skills:

- High school diploma required; secondary education in construction management or related field a plus!
- Minimum of 5 years of experience in construction, home remodeling, home maintenance, carpentry or multiple trades experience highly preferred;
- Successful project and time management skillset to effectively and efficiently handle multiple and changing priorities to achieve deadlines;
- Solid verbal and written communication skills;
- Top notch organizational skills a must in order to handle, prioritize complete day to day responsibilities;
- Great people skills and possesses natural abilities in developing, building and nurturing relationships with staff, co-workers, vendors, subcontractors and other contacts;
- Takes ownership of workload with a positive, can do attitude;
- Must be a self-starter that can troubleshoot independently, provides positive direction and training to staff.

Benefits and Compensation:

This full-time position offers a competitive benefits and compensation package offering your choice of benefit elections including group PPO or HDHP health insurance plans, dental, vision and voluntary life insurance at nominal costs as well as additional individual policy offerings of Accident, Critical Illness and Hospitalization plans. Also available are Flex Spending Accounts (medical and dependent care), and/or an HSA account. Company paid benefits include Life/AD&D, Short and Long Term Disability Insurance plans, 401(k) with matching provision, Paid Time Off, 5 Paid Sick Days, 8 1/2 Paid Holidays and a collaborative team environment. This is a GREAT opportunity for the right individual. Apply Now!