OVERVIEW

Toll Brothers, America's Leading Luxury Home Builder, seeks an Assistant Land Development Manager to entitle, develop, and dedicate site improvements for our new luxury communities in Las Vegas, Nevada.

Don't miss this opportunity to build your career with one of the nation's most respected Fortune 500 companies!

Roles and Responsibilities

● Due diligence and entitlements
● Reviewing bid documents and bid plans
● Preparing check requests and bond requests
● Submitting insurance certificate requests
● Assisting in cash flow estimates
● Updating cost of improvements with contracted amounts
● Monitoring/updating amount spent per month and amount remaining (from exhibit B's)
● Performing quantity takeoffs
● Working with consultants (i.e. engineers, landscape, architects, etc.) to gather information as needed
● Reviewing final maps to verify required HOA, GHAD, etc.
● Reviewing Project Scheduling
● Contacting local agencies and consultants to determine status of plan development or plan approval
● Updating project schedules in Microsoft Project as needed

Education and Qualifications

● A Bachelor's Degree, preferably in Construction Management or Civil Engineering
● 1-2 years of relevant experience (preferably in engineering or land planning) are a plus
● A desire to build a career in community planning/design/development
Strong organization, computer, and communication skills
Ability to interpret basic construction plans
Have basic knowledge of storm drain, sanitary sewer, and water systems
Understanding of basic pavement/roadway geometrics
Ability to do meticulous, accurate takeoffs
Ability to work independently
Proficiency in Microsoft Word and Excel

Civil Engineering and Land Planning college graduates are encouraged to apply.

How to Apply
Click here to apply