



Estimator

Applicant Information Pack



We build homes, create communities and transform lives

Alternative formats

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unitedwelsh.com/contact



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About the United Welsh Group

United Welsh is an award-winning not-for-profit organisation providing homes and related services in South Wales. We are passionate about building homes, creating communities and transforming lives.

We look after over **6,700 homes** for people across **11 local authority areas**, and our services help thousands more in our communities.

Helping people to live happily and in good health is important to us, and we are proud to have been named fifth best landlord in the UK.

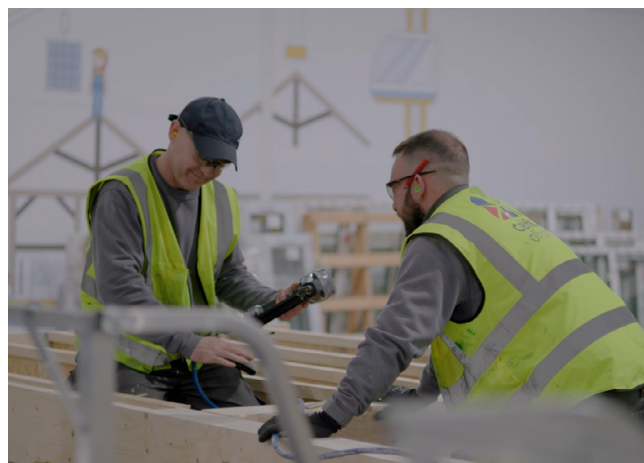
We have a new building programme that is worth around **£55m** each year and in the next five years, we intend to build **1,300 more homes**.

We are ambitious about how we can help people to live their best lives, working with a range of partners including local and national government and the NHS to give people choice; tackling poverty, improving wellbeing and playing our part in ending homelessness.

The Group includes our repairs and maintenance service Celtic Horizons; timber frame home manufacturer Celtic Offsite and Harmoni Homes Ltd, which builds affordable homes and homes for sale.

With over **400 employees** and a turnover of over **£40m**, we are an ambitious organisation with a strong sense of social purpose.

Life at United Welsh centres around our culture. We live by our values which connect us and inspire us, guiding our strategies as well as the decisions we make day to day.



About Celtic Offsite

Celtic Offsite is a leading manufacturer of high-quality, sustainable timber frame homes, featuring factory-fitted insulation and windows.

Based at Pontygwindy Industrial Estate in Caerphilly, Celtic Offsite:

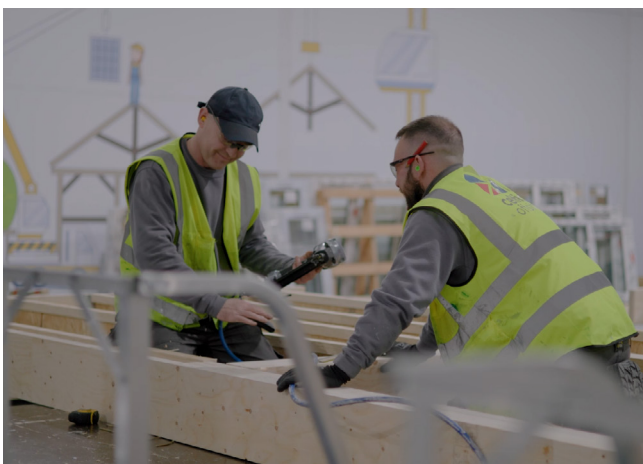
- Manufacture high quality, sustainable **timber frame structures** complete with factory fitted insulation and windows to build up to **250 low carbon homes per annum**
- Use over **28,000 sq. ft** of manufacturing facilities to provide affordable housing for contractors and developers
- Use a **Welsh supply chain**, including local partners and Welsh timber where possible.

The factory has been awarded **three prestigious International Organization for Standardization (ISO) certifications**; ISO 9001 for quality management, ISO 14001 for environmental management and ISO 45001 for occupational health and safety.

Celtic Offsite has also achieved **PEFC certification** for the chain of custody of forest-based products and was awarded Gold by the Structural Timber Association in their latest audit.

The factory has been certified as a **Climate Positive Business** by Earthly, and have removed **134.65 tonnes of carbon** since 2021.

We work with Carbon Footprint Ltd to continue to offset our carbon production by **planting one tree for every tonne we produce.**



About Us

United Welsh

**Celtic Horizons
Ltd**

**Harmoni
Homes Ltd**

Developing homes for
United Welsh

**Celtic
Horizons**

Asset
Management

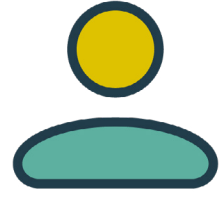
**Celtic
Offsite**

Timber frame
factory

The Celtic Horizons
asset management
service for
United Welsh
is delivered in
partnership with
Mears Ltd



Job Profile



Estimator

Reporting to
Managing Director

Broad purpose of the post

Are you looking to kickstart your career in the construction industry or perhaps you're seeking a new challenge as an experienced estimator? We have an exciting opportunity to join our team at Celtic Offsite.

We're looking for an Estimator to join our team and work closely with the Partnerships Manager and Operations Manager, helping with drawing measurements, generating quotations, and attending technical workshops and design team meetings.

This is a new role, and we're excited to be able to offer it to a wide range of experience levels. Our focus is finding someone who can bring value to the team, so whether you're new to the industry or an experienced professional looking for a change, we'd love to hear from you.

We are committed to supporting the professional development of the selected candidate. For junior candidates, we offer comprehensive support and training, while experienced candidates will have ample room to make the role their own and bring their expertise to the table. We also accommodate college, university or training commitments to ensure a well-rounded career development.

- Permanent
- Full-time, 40 hours (part-time hours can be considered)
- Between £27,000 and £40,000 dependent on experience
- Closes Tuesday 18th March 2025

Key Accountabilities



- Conducting drawing measurements: Accurately interpret architectural drawings to take precise measurements. Ensure all measurements align with project specifications and industry standards.
- Generating accurate and realistic costed estimates and quotations: Develop detailed and realistic cost estimates and quotations for timber frame structures, considering material costs, labour, and other associated expenses.
- Offering technical assistance to the Partnerships Manager: Provide expert technical support and advice to the Partnerships Manager.
- Taking part in technical workshops and design team meetings: Actively participate in technical workshops and design team meetings to provide input on project planning, design considerations, and problem-solving.
- Working closely with the Operations Manager: Coordinate with the Operations Manager to ensure seamless communication between estimation and production teams.
- Reviewing performance metrics and production programmes to ensure efficiency and quality standards are met: Regularly review performance metrics, production schedules, and quality control measures.
- Staying informed about the latest industry advancements: Stay up-to-date with the latest developments in the timber frame construction industry, including new technologies, materials, and best practices. Apply this knowledge to improve estimation processes and project outcomes.
- Supporting with tenders: Contribute to the preparation and submission of tender documents for new projects.



Personal Requirements

Essential

- Experience of working (or placement) in construction / manufacturing
- Ability to efficiently plan and prioritise tasks to meet tender deadlines
- Ability to work collaboratively within a team
- Ability to work independently
- Maths GCSE or equivalent
- Capability in comprehending and measuring drawings
- Skilled in Microsoft 365 and confident using Excel
- Strong communication skills
- Holds a full driving licence and access to a vehicle for work purposes

Desirable

- A construction-related qualification
- Proficient in using Bluebeam software (or similar)
- Experience in estimating or a commercial role
- Familiarity with the timber frame industry
- Possession of a Construction Skills Certification Scheme (CSCS) card

Requirements within the essential criteria of the Personal Requirements will be used for shortlisting purposes. However, all of the criteria will be considered in the process of making an appointment.

Terms and Conditions

Current salary

Total salary is **between £27,000 and £40,000 dependent on experience**

Pension Plus

While working at United Welsh you are eligible to join our pension scheme. United Welsh partner with the **Social Housing Pension Scheme (SHPS)** to deliver our pension provision for employees.

The **Defined Contribution Scheme (DC)** matches employee contributions up to 10%. It is a salary sacrifice scheme, so deductions are taken before tax.

SimplyHealth

While working at United Welsh you are eligible for enrolment in our **SimplyHealth** healthcare plan.

Leave

- **25** days plus bank holidays.

How to apply

To apply, please send a copy of your **CV and cover letter** to jobs@unitedwelsh.com. In the cover letter, please outline why you believe you would be successful in this role based on your experience and on the essential/desirable criteria in the job description, in no more than 1,000 words.

In addition to your CV and cover letter, please also complete our online Equality, Diversity and Declaration of Interest form which can be found on our website [here](#). If you do not complete all parts of this process, you will be at risk of your application not being progressed further.

Closes: Tuesday 18th March 2025

We do reserve the right to close this role early if we receive a high volume of suitable applications.

Within your CV, please provide the names, positions, organisations and contact details for two referees, one of whom should be your current or most recent employer. We will not approach these referees prior to the shortlist stage, and we will seek your permission first. However, references will be sought as part of our pre-employment checks for the successful candidate.

- We would be grateful if you could submit the Equality Diversity and Declaration of Interest form with your application. You can complete this form online. The information you provide will be used for monitoring purposes only and will be kept separate from your application
- Please ensure your CV and other documents are emailed as a Word or PDF file, as unfortunately, we are currently unable to accept applications in any other formats at the moment
- Requirements within the essential criteria of the Personal Requirements will be used for shortlisting purposes. However, all the criteria will be considered in the process of making an appointment.



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