



Land Development Professional

Enfort Homes – Kirkland, WA

We:

Love real estate and are passionate about building & developing the highest quality new construction homes in Kirkland, WA. Most Enfort Homes projects are multi-million dollar eastside homes. With a knack for design and an eye for detail, we set high standards for all our construction projects and our chosen subs. We have a tight-knit culture and work closely as a team, maximizing each person's areas of expertise. We are fast-paced, growing quickly, and committed to excellence, efficiency, and innovation. We thrive on solving problems and continuously improving our processes.

You:

Are a highly motivated, detail-oriented problem solver who enjoys the challenges of land development. You thrive in a fast-paced environment and take ownership of your work. You are a self-starter with a passion for project management, construction processes, and navigating land-use regulations. You excel at coordinating with internal and external teams to ensure projects stay on track. You are proactive, communicative, and skilled at juggling multiple tasks efficiently. You have a strong desire to grow within a company and make a tangible impact on its success.

The Job:

The **Land Development Associate** will play a critical role in managing various aspects of site development, from feasibility analysis to permit approvals and construction coordination. This position requires strong organizational skills, attention to detail, and the ability to work effectively with multiple stakeholders, including architects, engineers, city officials, and subcontractors. You will assist in tracking deliverables, ensuring timely permit approvals, and coordinating land development efforts to meet project deadlines.

Job Responsibilities & Key Milestones:

Feasibility & Pre-Development Planning

Objective: Ensure thorough due diligence and feasibility analysis for land acquisitions.

Measurement: Complete Land Development PH2 budget analysis during feasibility with 95% accuracy and 20-days of going mutual.

- Conduct initial due diligence on potential development sites, analyzing feasibility, zoning, and regulatory constraints.
- Assist in assembling feasibility reports, including preliminary site plans and development costs.
- Work closely with the acquisitions team to provide site development insights for land purchase decisions, such as land development costs, risks, & budget.



Property Decommission Coordination

Objective: Ensure all projects are decommissioned on time and in coordination with a permit issuance timeline to prevent any delays in construction start.

Measurement: Achieve 100% on-time property decommissioning prior to permit issuance.

- Act as a liaison between Enfort Homes and city officials or utility companies to disconnect all require utilities i.e. power, gas, water, etc.
- Procure and Install tree protection fencing & site security fencing to comply with city regulations.
- Abate the property to comply with the PSCA clean air act i.e. asbestos abatement, rat abatement & reporting.
- Decommission Underground Oil Storage tanks and comply with PLIA coverage if applicable.

Land Development Execution & Project Coordination

Objective: Ensure seamless execution of site development activities while maintaining schedule and budget.

Measurement: Keep 90% of development projects on schedule, with no more than a 5% cost overrun.

- Work with engineers, surveyors, and arborists to ensure compliance with development requirements.
- Work on scheduling and coordinating land development activities, demolition, excavation, grading, on-site & of-site utilities, and Right of Way infrastructure improvements.
- Track project progress and flag any issues that could delay development timelines.
- Support subcontractor field teams in resolving site-specific land development challenges.
- Coordinate sub-contractors for foundation and water proofing scopes of work.
- Coordinate sub-contractors for landscaping and fencing scopes of work.

Process Improvement & Documentation

Objective: Standardize and improve decommissioning and land development processes to enhance efficiency.

Measurement: Reduce land development delays by 20% by streamlining workflows and documentation procedures.

- Help develop standardized workflows for decommissioning and land development.
- Maintain project files, ensuring all documentation is up-to-date and accessible.
- Identify bottlenecks in the decomiss. and development process to recommend improvements.
- Work closely with leadership to implement new tools and strategies for managing development projects



Schedule, Budget & Vendor Coordination

Objective: Maintain cost control & project timeline to ensure cost-effective vendor management for development projects.

Measurement: Keep land development costs budget & schedule within 90% of the proforma.

- Assist in tracking budgets for land development activities and ensure cost-effective site solutions.
- Coordinate with subcontractors and vendors to secure competitive pricing and timely execution.
- Process invoices for permits, development services, and subcontractor work.
- Perform project bidding, bid leveling, estimating & contract awarding.

Qualifications:

- 2+ years of experience in land development or related construction fields.
- Working knowledge of zoning codes, land-use regulations, and utility processes.
- Strong organizational skills with the ability to manage multiple projects simultaneously.
- Excellent verbal and written communication skills, especially in coordinating with city officials and consultants.
- Proficiency in Microsoft Office, Bluebeam, and project management software (BuilderTrend or Salesforce preferred).
- Ability to analyze technical drawings, site plans, and development reports.
- Self-motivated with the ability to work both independently and as part of a team
- Reliable transportation and a valid driver's license.

Salary & Benefits:

- Salary DOE
- Annual personal performance of 5% base salary
- Individual Project Performance Bonus
- 3 weeks PTO + 8 Federal Holidays Off
- Mileage reimbursed at IRS rate
- \$50/month phone allowance
- Health & dental benefits
- 401(k) with 4% company matching