

Estimator

Applicant Information Pack



Alternative formats

If you require this document in an alternative format, such as large print or a white or coloured background, please contact our Communications team.



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.

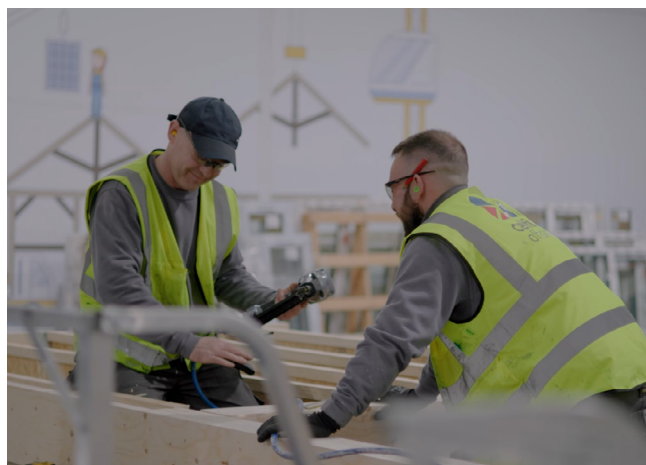
We have a new building programme that is worth around **£55m** each year and in the next five years, we intend to build **1,300 more homes**.

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.**



Group structure

United Welsh

**Celtic Horizons
Ltd**

**Harmoni
Homes Ltd**

Developing homes for
United Welsh

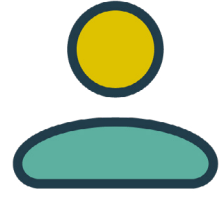
**Celtic
Horizons**
Asset
Management

**Celtic
Offsite**
Timber frame
factory

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



Job Profile



Estimator

Broad purpose of the post

Are you an experienced Estimator looking for a specialist opportunity in timber frame construction? Perhaps you're looking for a role where you can grow your coaching and mentoring skills?

This is a pivotal role that blends technical expertise with leadership development.

- Permanent, full-time
- £30,000–£45,000 (dependent on experience)
- Location: Hybrid (Office 3 days a week minimum)
- Closing date: TBC

Key Accountabilities



- Accurately measure architectural drawings and generate realistic, costed quotations for timber frame projects
- Support the preparation and submission of tenders
- Provide technical support to the Business Development Manager and collaborate with the Operations Manager
- Participate in technical workshops and design team meetings
- Review performance metrics and production programmes to ensure quality and efficiency
- Stay up-to-date with industry advancements and apply best practices
- Prepare accurate cost estimates for a variety of timber frame construction projects, primarily for main contractors
- Collaborate effectively with clients, architects, and other internal and external stakeholders throughout the project lifecycle
- Address project-related queries and supply detailed technical information as needed to support decision-making and project delivery



Personal Requirements

Essential

- Previous experience of estimating within timber frame sector
- Ability to read and measure from drawings
- Familiarity with timber frame construction
- Strong planning and prioritisation skills to meet tender deadlines
- Ability to work independently and collaboratively
- Proficiency in Microsoft 365, especially Excel
- Strong communication skills
- Full driving licence and access to a vehicle for work purposes

Desirable

- Construction-related qualification
- Proficiency in Bluebeam or similar software
- CSCS card holder

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

- **£30,000–£45,000** (dependent on experience)

Pension scheme

While working at Celtic Offsite 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.

SimplyHealth

While working at Celtic Offsite you are eligible for enrolment in our SimplyHealth healthcare plan.

Leave

- **25** days plus Bank Holidays

Right to work in the UK

We welcome applications from individuals who already have the right to work in the UK, as unfortunately, we are unable to offer visa sponsorship at this time.

Any job offer will be dependent on receiving appropriate documentation to confirm your eligibility to work in the UK, as part of our commitment to compliance and fairness.



How to apply

To apply, please send a CV and cover letter to jobs@unitedwelsh.com. Your cover letter must address each of the essential and desirable criteria, detailing your knowledge and experience in relation to each one, 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: TBC

We 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.

Your privacy is important to us. To learn more about how your personal information is processed when applying for a job with us, you can find our Privacy Notices [here](#).

