



**DIRECTOR OF PRECONSTRUCTION**  
**FLOYDS KNOBS, INDIANA**

## ABOUT THE COMPANY

In 1954 Bob Koetter Sr. and his wife Gladys started a small business framing houses. At that time, it was called "Bob Koetter Construction". In addition to framing houses, on nights and weekends Bob and Gladys worked on their family farm in Floyds Knobs, Indiana all while raising their 5 boys. Now a third-generation family business, The Koetter Group is owned by all 5 of Bob & Gladys' sons, Phil, Jack, Kenny, Bob Jr., and Wayne.

Built on tradition and specializing in Construction, Real Estate, Building Services and K-RAX, The Koetter Group has grown into one of the largest full service design-build and hard-bid general contractors and commercial developers of Southern Indiana and the Greater Louisville Kentucky area.

## THE OPPORTUNITY

- Are you interested in a leadership role with a company known for its strong roots and growth in the construction and development industry?
- Would you like to play a key role in shaping the strategic direction of preconstruction efforts at a company with a significant presence across Southern Indiana and Greater Louisville?
- Are you excited about an opportunity to lead a team, build customer relationships, and directly influence multimillion-dollar contracts in a full-service design-build environment?



## WHAT YOU'LL BE DOING

The Director of Preconstruction, Koetter Construction (KC) is responsible for leading the Company's estimating, preconstruction, business development, drafting, & permitting efforts for the construction division. This includes the development of the sales & estimating strategy and achieving revenue growth consistent with the company's strategy and strategic goals as it pertains to proposals, budgeting, estimating, scheduling, value analysis, and design management. This person is responsible for all aspects of estimating, including responding to requests for quotes, meeting with customers, estimating costs for projects, reviewing & assessing incoming projects, bid dates, as well as assigning pricing. This person is also responsible for all aspects of drafting, including assignment and oversight of preliminary and final design. This person will build and maintain a team of highly engaged professionals that are responsible for satisfying customers and being an ambassador of the company. This position will collaborate with other team members and divisions to increase the overall company performance.

# WHAT YOU'LL BE DOING CONTINUED

## THE DAY TO DAY

- Lead the deployment of the estimating initiatives through the organization including the creation and maintenance of the company's success tracker (MOS)
- Manage & upkeep of pricing in the estimating spread sheets
- Track estimates & contracts for monthly reporting
- Identify trends & continually review these with the KC President
- Conduct research as it relates to building systems, material product selection, costs and building codes.
- Negotiate preferred positions with customers regarding contracts/proposals while also building strong, long-term, customer relationships
- Develop and maintain positive relationships with key people in existing and potential customers
- Present the company's bid packages and communicate back to internal groups the outcome of negotiations/proposals focusing on conveying the expectations set forth for each group, i.e., clear details, critical timeframes, and expectations
- Qualify new business to assure resources are dedicated to targeted opportunities
- Understand and anticipate the market's movements on raw materials and adjust pricing accordingly
- Maintain and continue to refine the Company's project cost estimating process to promote accuracy and quickness
- Develop and maintain the department's scorecard including the measures of success listed above
- Have constant communication with the estimating team to create clear direction on projects and our goals
- Conduct periodic project reviews with the estimating team to assure the tactical plans as are being executed according to expectations
- Provide periodic projections as required
- Maintain a group of subcontractors that will supplement the company's existing divisional trades and actively seek new high-quality subcontractors
- Represent and promote Company Values
- Recruit, hire, and develop the estimating team
- Coach and develop the performance of direct reports both formally and informally, including annual evaluations and regular one-on-one discussions
- Communicate readily and provide periodic updates of company news, events, and performance to the team







## IDEAL CANDIDATE QUALIFICATIONS AND EXPERIENCE

- Technical degrees preferred
- Must have 10+ years of commercial construction estimating experience
- Prefer 5+ years of management experience
- Experience selling up to and including \$50MM contracts preferred

## KEY PERSONAL ATTRIBUTES

- Leadership and Organizational Ownership
- Results Oriented
- Excellent Communication skills
- Client Management and Client Relationship Building
- Influencer – strong negotiating skills
- Business Acumen – Construction and Construction Management

## THE PAYOFF

The Koetter Group was honored to receive the 2023 and 2024 Top Workplaces award! Collaborate with a unified leadership team that fully supports innovation and growth, with strong backing from ownership. Enjoy the opportunity to have your voice heard and be an integral part of an organization that is highly respected within the community.







Please visit [Gilman Partners' website](#) to apply.



**Ben Smock**  
Search Consultant  
Louisville

[bsmock@gilmanpartners.com](mailto:bsmock@gilmanpartners.com)



**Jeff Moore**  
Executive Search  
Consultant

[jmoore@gilmanpartners.com](mailto:jmoore@gilmanpartners.com)



**Julie George, Partner**  
Executive Search  
Consultant

[jgeorge@gilmanpartners.com](mailto:jgeorge@gilmanpartners.com)



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