

# Graduate scheme

## Curo Development

### What's the role?

You will embark on a two-year operationally led rotational graduate-level development programme spanning the main areas of commercial house building over a period of two years. You will spend time in each of our divisions actively taking part in projects throughout the house-building cycle. These include:

#### Business Development, Land & Planning

- Land Appraisal
- Estimating
- Building the brand
- Sourcing of Land, initial due diligence
- Legal Contracts
- Planning
- Site layout and unit design - standard house types
- Consultants – instruction, management and coordination
- Affordable Housing requirements

#### Finance

- Purchase Ledger
- Subcontractor ledger
- VAT
- Management accounts
- Budget and forecasting
- House sales completion statements

#### Commercial

- Procurement
- Material Buying
- Valuation & Payments
- Cost control and budgeting
- Cost to complete reporting/CVR

#### Technical and Construction

- Engineering & Design
- Technical approvals
- Construction Process (technical input)
- Site set up
- Programming
- Organisation of resources
- Quality
- Health & Safety

## Sales and Customer Care

- Site selling
- Marketing
- Legal set up and plot progress
- Approach to customer care
- Affordable sales (Places) Shared Ownership, Staircasing, Resales, Asset Sales, Right to Buy, Right to Acquire

## **What do I need to be successful? I will...**

- Demonstrate I have an overview of Business Development, Land & Planning and an understanding of the in-house land acquisition and planning team's processes and responsibilities and input received from external consultants.
- Demonstrate I have a broad understanding of Finance activities, responsibilities and how it relates to the other functions in the wider house-building team. I will also have the opportunity to understand the strategic thinking behind the long-term forecasts and business plans.
- Demonstrate I have an overview of the whole commercial function and a good understanding of roles and responsibilities.
- Demonstrate I have a good awareness of all our development sites and the high-quality homes, community facilities and open spaces being delivered.
- Demonstrate I have a good understanding about the main functions of the Sales Team including the customer relationship and service delivery and the role of Customer Care as a Developer.

## **How will I evidence my success? I will...**

- Be open minded with a positive attitude to learn in all areas of the programme
- Complete a learning log to capture a record of what I've learned throughout the programme
- Present a brief report at the end of each rotation to demonstrate I have gained the required level of competence expected
- Contribute to successfully meeting departmental targets and KPI's
- Choose an area of specialism for the 2<sup>nd</sup> year of the programme
- Evidence that I adopt and apply Curo values through my work