

**About Vertex Builders:**

*Vertex Builders is a culture-focused company, stressing the importance of people and relationships over corporate structure and process. It is our goal to bring service back to construction and make the process fun. Yes, we still need contracts in today's business environment, but we expect to be held to our word and believe that a handshake is every bit as important as the contract that each party signs. We stress efficiency and effectiveness in our teams, and always focus on becoming the best possible builders. At Vertex, our people and positions are intended to serve the project, not the company, to create impactful projects that serve our community.*

**Markets:**

- Healthcare – Ground Up
- Healthcare – Hospital remodels
- Mission Critical
- Multi-family
- Cool Projects

**Title: Internship****Responsibilities:**

## Estimating

- Sit in on a bid day
- Do Take-off
- Help Put Together an RFP

## Project Management

- Write RFI's
- Review Submittals
- Review Change orders
- Review Project Budgets
- Sit in manpower meetings

## Field

- QC Program
- Help update schedules
- Help solve problems
- Coordinate with subcontractors



CONSTRUCTION ELEVATED

**Contact Information:**

If you join *Vertex Builders, Inc.*, you will become part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service.

As a member of *Vertex Builders, Inc.* team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all the products, actions, advice and results that you provide as a representative of *Vertex Builders, Inc.*

Send all resumes to Ryan Bonner – [rbonner@vertexbuilders.com](mailto:rbonner@vertexbuilders.com) – 720-545-6658

Pay rate is \$17/hour