



CONSTRUCTION ESTIMATOR

We are looking to hire experienced construction estimators. The individual must have demonstrated ability to analyze and create estimates accurately and timely. The ideal candidate must be able to work independently and make sound decisions to ensure top-level customer satisfaction.

Job Description

- Analyze drawings and specifications.
- Understand contractual terms and conditions.
- Assemble accurate and well-organized estimates and proposals in a timely manner for Stipulated Price, Design-Build and Construction/Project Management formatted projects.
- Provide clear detailed quantity take offs.
- Organize sub-contractors quotations, negotiate to insure quotes meet contract documents and issue proper documented purchase orders.
- Complete Budgeting and Scheduling for projects and track it. Monitor progress, requisition change orders and identify any potential risks.
- Maintain relationships with sub-contractors and clients.
- Insure site personnel are provided with proper documentation related to project.
- Work with and deal with concerns of field personnel.
- Provide and maintain unit pricing and database for material and labour costing.
- Formulate cost break down from estimates and for project progress.
- Meet with potential clients to discuss options for proposed services.

Required Skills

- Experience with estimating software and spreadsheet design.
- Ability to use CAD programs.
- Exceptional communication skills.
- Graduate from recognized engineering, architectural or construction management program is an asset.
- Minimum 2 years experience working in the construction field in similar or related position.

Contact

Email resume to info@bongro.ca