

## **ESTIMATOR**

**REPORTS TO:** Chief Estimator

**SUPERVISES/COORDINATES:** None

**PAYROLL STATUS:** Exempt

**PURPOSE OF THE POSITION:** To provide estimating on projects as directed by the Chief Estimator.

### **ESSENTIAL FUNCTIONS:**

- Self-directed estimating on assignments by Chief Estimator.
- Summarization of bids.
- Develop strategies for reviewing bids.
- Develop corporate relationships with subcontractors and vendors.
- Attend in-house preconstruction meetings.
- Attend and contribute to the pre-proposal/Design/Build strategy meetings.

**EDUCATION, SKILLS, QUALIFICATIONS, AND EXPERIENCE:** Preferred educational, and experience requirements include:

- Engineering or Construction Management Degree or equivalent; plus five or more years in construction.

**EQUIPMENT USED:** Computer, copier, calculator, digitizer, telephone, fax machine, copier, blueprint machine, document binding machine.

**PHYSICAL ACTIVITIES:** Bending, stooping, climbing ladders, moving from one location to another, exposure to dust, moist and weather related conditions.