
Civil/Structural Estimator

Summary:

The Civil/Structural Estimator manages and supervises estimating activities for the civil estimating department.

Accountabilities:

- Ability to seamlessly transfer successful estimates to a professional project management team for execution.
- Gather and retain current and accurate data on costs of goods, materials, market labour and equipment rates from suppliers and sub-trades.
- Solicit supplier quotation for material, equipment and sub-trade quotations, whether internal to TESC departments or from an external supplier.
- Attend pre-tender meetings, including estimate reviews and tender closings.
- Prepare detailed, accurate, professional estimates by calculating material quantity take offs, equipment and labour rates for tender verification.
- Recommend multiple scenarios based on cost, engineering quality, or material availability.
- Identify most competitive rates based on cost analysis and comparison.
- Review and evaluate proposal specifications and drawings to determine scope of work and the content of estimate.
- Quantify all aspects of the tender document, including tender requirements, written specifications and project drawings.
- Review all final civil estimate packages to ensure accuracy and completeness prior to final quotation.
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- Prepare final summaries, ensuring they address scope, pricing and comprehensiveness.
- Advise the Chief Estimator on cost and schedule fluctuations, changes in material availability, or other factors affecting construction.
- Review estimates with TESC management as appropriate or as directed to by management.
- Prepare tender for construction revision and costs impact.
- Prepare and schedule cost impact for tender to construction.

Job Specifications:

- College Diploma in Civil Technology, Construction Technology, Engineering Technology or related training.
- Minimum 10 years' experience in estimating.
- Experience in construction management and estimating on large projects (10 million and up).
- Knowledge regarding applicable municipal, provincial and federal laws and regulations.
- Strong client focus, proactive, and a desire to achieve results.
- Ability to work well under pressure and meet project deadlines.
- Financial acumen/ability to comprehend budget structures.
- Commitment to working in a team environment, with established leadership skills.
- Must work well independently and unsupervised.
- Excellent attention to quality, accuracy and details.
- Ability to read and understand construction drawings.

- Excellent time management.
- Proficiency in MS Excel and MS Project; WinEst and Accubid an asset.
- Occasional travel to site locations is required.

Location: Sudbury, Ontario

Term: Full-time permanent

How to apply: Email resume to employment@tesc.com and use "Civil/Structural Estimator" in subject line.