

Senior Construction Estimator Job Description

Embree Construction Group is a national design build general contractor and developer, with 30 plus year in the commercial construction industry, that offers a team focused work environment with competitive salary, performance bonuses and benefits including medical insurance and 401(k), is seeking a seasoned Construction Estimator with experience in the retail and light commercial construction world.

POSITION SUMMARY

The Senior Construction Estimator must be a self-starter who can work independently on ground up and remodel projects, and interface well with consultants, owners, and subcontractors. This position will provide leadership within the Estimating Department. The position will support the Pre-Construction VP in managing bid calendar and in reviewing Staff Estimator bids. The position will support and communicate with customers, subcontractors and Embree project managers, along with other employees and departments regarding proposal, specifications, and special conditions.

POSITION RESPONSIBILITIES

- Turnkey bidding of projects
- Conceptual estimates for Embree Asset Group projects as well as outside developers
- Estimating process development and maintenance, and automation of estimating processes
- Performing detailed quantity takeoffs of projects, including pricing
- Vendor solicitation - We rely extensively on Subcontractor/Supplier pricing and proposals; therefore, vendor solicitation is essential.
- Finding subcontractors in markets where we may not have relationships
- Maintenance of vendor database
- Maintaining a successful relationship with existing, future and past clients

QUALIFICATIONS

- 5-10 years' experience as an estimator in retail and light commercial construction
- Previous vendor solicitation experience
- Reading architectural & MEP plans and specs, digitizing, electronic file management, scheduling
- Experience with commercial/retail projects and estimating small to medium projects
- Production estimating environment experience is preferred
- Must be current in estimating technology and proficient in time management, productivity and accuracy
- Excellent people management skills
- Willing to perform the work and lead by example as a team player