

Estimator

PRIMARY FUNCTION

We are looking to add an **Estimator** to join our team. This position will prepare portions of contract proposal estimates for one or more disciplines, including the determination of applicable project plans and specifications. Minimum supervision provided when estimating items in own discipline. May independently estimate a small to medium sized project.

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TYPICAL DUTIES:

- Review proposal specifications and drawings to determine scope of work and required contents of estimate.
- Prepare discipline estimates by calculating complete takeoff of scope of work.
- Maintain files of working documents as back-up for estimate figures, including current (accurate) information on prices from suppliers through direct contact, sales brochures, price lists, etc.
- Support other department personnel as required may include preparing estimates in other disciplines.
- May review design options and recommend best solution based on cost, engineering quality, or availability of materials.
- Interface with Project Management personnel to coordinate project startup.
- Maintain library of project job costs for use in future project estimates.
- Perform additional assignments per supervisor's direction.

SKILLS, KNOWLEDGE, QUALIFICATIONS, & EXPERIENCE:

Educational and experience requirements include:

- 4 years combination of technical training and/or experience.
- 2-5 years estimating, controls and/or engineering experience related to similar facility construction.
- Advanced knowledge of assigned discipline, estimating techniques and cost control, plus ability to interpret computerized cost data and systems essential.
- Experience using estimating software Bid2Win, McCormick, Estimatic, or Accubid a plus.

Additional Requirements include but may not be limited to:

- Effective communication, teamwork and adherence to safety are essential for this position

Required Training:

- Safety Orientation, Quality Orientation

*All applicants extended a contingent offer of employment for any position within our company will be required to complete a pre-employment drug and alcohol screening prior to actual employment. **Apply at: ruralelectric.com***