



# Example of Construction Estimator Job Description

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Our innovative and growing company is hiring for a construction estimator. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for construction estimator

- Works with the Sr Construction Estimator to complete risk assessments including but not limited to identifying key Contractor/Developers/Subcontractor/Vendors required to develop a competitive Bid in collaboration with the Sr
- Compute estimates of raw materials or subcontracted work and labor
- Revise estimates when scope of project changes
- Assist Subject Matter Experts in BOE development
- Work closely with the department leads to ensure the estimates are submitted on time and compliant
- Conduct research and gather information such as Technical Manuals and Parts Lists
- May prepare final estimate for domestic and international government proposals
- Interface with government auditors in support of pre-award and post award proposal price audits
- Review and evaluate commercial construction projects to determine scope of work
- Prepare accurate cost estimates for commercial bids

## Qualifications for construction estimator

- Please note that all offers of employment for safety-sensitive positions

- Undergraduate degree in Construction or Civil Engineering
- 5+ years recent experience in public accounting, or commercial construction industry
- Focus efforts on key client staff to effectively meet and exceed the client needs/expectations
- Enjoy complex and challenging project work and willing to work on a variety of strategic, financial, and operational projects
- Four (4) years related estimation and project management experience or completed vocational school training