



# Example of Senior Estimator Job Description

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Our innovative and growing company is looking for a senior estimator. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for senior estimator

- Attend project design meetings and workshops
- Review design documents including drawings, specifications and document completion studies
- Lead and prepare Self-Perform estimates (Concrete, Steel, Rough Carpentry, Precast Installation)
- Assist the team in managing to the Project Budget, including Target Value Design, and Value Engineering
- Solicit project specific pricing from vendors and subcontractors
- Participate in procurement strategy planning
- Assist our operations team in the solicitation of subcontractor partners
- Review and reconcile subcontractor estimates and budgets
- Reconcile estimates with clients and 3rd party estimators
- Attend pre-construction and construction site visits

## Qualifications for senior estimator

- Familiarity with an existing estimating package CANDY, CONQUEST CAUSEWAY
- Significant practical experience with MEICA equipment • Good technical background • Effective oral and written communication skills
- Must have strong skills in CATO, electronic quantity takeoff, and Primavera
- Knowledge of typical estimating program functionality and related WBS is preferred
- Requires knowledge of local construction market in area of operation

- 11+ years of full time professional experience, including 10+ years in a managerial/supervisory capacity