



Example of Senior Estimator Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of senior 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 senior estimator

- Arrange with the Chief Estimator the Tender Adjudication Settlement Meeting in the presence of Estimators, Planners and Director(s)
- Lead Tender Adjudication and Presentation to Director and Senior Manager
- Involvement in each estimate will be determined by the size of project small tenders will require the physical production of costs, prices using RIB
- Large schemes require close liaison with the Project Manager
- Coordinate and participate in quantity survey and detailed pricing for all disciplines
- Lead the Estimating team, including managing the workload and allocation of estimating resource within assigned bid teams
- Seek to understand, lead the development of and implement the appropriate digital tool sets to execute cost take-off and other estimating activities, such as 5D cost planning
- Attend or carry out periodic Tender Health Checks and formal risk reviews to ensure that the identified risks are mitigated as far as possible in tender submission
- Previous experience of managing the process of estimating projects, within the construction industry is required along with a valid CSCS card
- Membership of a relevant professional body and/or relevant professional qualification is desirable, such as RICS/CIOB/RIBA/ICE/CIBSE

Qualifications for senior estimator

- Experience must include estimating for California K-12 schools projects and familiarity with DSA requirements
- Experience must demonstrate progressively responsible duties up to and including estimating on medium to large commercial projects with a construction value in excess of \$10M
- Proficient in the use of various constructions estimating tools/resources (i.e., RS Means) and building codes
- Expertise with developing and maintaining a database for actual local construction costs
- Expertise with various spreadsheet applications (i.e., Excel, Access)