Job Title: Estimator

Date Posted: September 9, 2019

Department/Group: Sales

Position Type: Full Time

Location: 617 Colby Drive, Waterloo, ON

Applications Accepted By:

EMAIL:

Colin Robinson: colinr@faprecast.ca
Subject Line: Estimating Position

Introduction:

Since 1972, Fritz-Alder Precast all has been producing and installing precast concrete products, leading the way through innovation. Fritz-Alder is growing once again and seeking a full-time, experienced precast Draftsperson with a positive attitude, an eagerness to learn, and a commitment that builds on the dependability our customers have come to expect. If you’re driven, able to work both independently and as part of a team, Fritz-Alder could be your opportunity to build an exciting career.

Working with our employees, clients and project specific team members, the estimating position requires someone with strong communication, time management, multi-tasking, and problem-solving skills to produce accurate and timely estimates, quotations and proposals for the production and installation of our precast products.

Job Description

ROLE AND RESPONSIBILITIES

• Participate in pre-bid meetings
• Review tender documents
• Communicate and resolve conflicts in project documents with architects, engineers, and other team members
• Perform quantity take offs drawings
• Accurately prepare estimates and quotations on time
• Maintain up to date customer information
• Prepare bidders’ lists
• Develop preliminary constructions schedules
• Obtain sub-contractor quotes
• Maintain up-to-date material costs
• Prepare change orders
• Other related duties as assigned

QUALIFICATIONS AND EDUCATION REQUIREMENTS

• Construction or Architectural Technology Diploma, or related fields, from an accredited college or university
• Valid G driver’s license
- Proficiency in Microsoft office Excel, Word, Adobe, Revit, AutoCAD
- Ability to read and understand construction documents
- Good communication skills
- Strong attention to detail and accuracy
- Ability to work independently and as part of the project management team
- Effective time management and organizational skills
- Ability to work well under pressure and meet deadlines
- Eagerness for learning and developing new systems and product improvements