BERGHAMMER CONSTRUCTION

Estimator

Reports to: Director of Estimating

Primary Qualifications

- Minimum 4 yr. degree in construction management, architecture or engineering
- Minimum 5 years construction related work experience with a minimum of 4 years experience estimating construction projects
- Knowledge of construction means and methods and production rates
- Excellent interpersonal and negotiating skills
- Excellent communication and presentation skills
- Ability to mentor others
- Ability to manage risk
- Ability to inspire trust and confidence

Broad Goals

- Support activities for securing new business
- Increase company profitability through effective / efficient practices in estimating and bidding
- Seek value for clients through innovative ideas & processes.
- Execution of estimating, project costing and pre-construction strategic initiatives
- Mentor to Assistant Project Managers and Project Engineers in estimating
- Become a Certified Professional Estimator. (CPE)

Responsibilities

Assist in Developing the Estimating Department – maintain and continuously improve estimating department software databases, including crew make-up, production rates. Analyze final job costs and update job history databases. Assist in tracking and prioritizing upcoming estimating department workload. Continuously improve interface of estimating with field, project management and sales groups. Maintain and improve subcontractor relationships. Assist in reviewing and amending bidders list. Participate in the development of estimating standards and procedures and insure compliance.

Estimating – perform conceptual, hard bid and self-performed work estimates, including take-offs and estimate presentations utilizing Excel, Destini Estimator (or other estimating software) and On-Screen Takeoff software. Define and communicate expected scope of work with suppliers and subcontractors. Analyze bids and prepare bid book for presentation to the owner. Seek and analyze value engineering alternatives. Develop relationships with owners and influencers. Present and explain estimates, in detail, to owners and internal staff. Prepare job cost structure for general conditions and self performed portions of all projects to accurately reflect the best estimate of true anticipated project costs. Identify profit potential (i.e. sales price – estimated costs)