

QUAD Construction is seeking a thorough Estimator to analyze costs and prepare estimates for our projects. The ideal candidate would be very comfortable with numbers and analytics and have great attention to detail.

**Core Responsibilities:**

- Preparing cost estimates at various stages of design from schematic and budget to detailed take-off and pricing.
- Exploring documentation to gain a deep understanding of project requirements.
- Collecting and analyzing data by gathering proposals, blueprints, specifications, and other related documents.
- Performing complex analysis of collected data and metrics.
- Visiting sites, warehouses, and other venues necessary in order to complete estimates.
- Negotiating construction prices with subcontractors for competitive bidding.
- Participating in project meetings, reviewing schedules, and preparing detailed reports.
- Building and maintaining healthy relationships with subcontractors, clients, architects, etc.
- Perform risk analysis where necessary.
- Communicating with architects, engineers, clients, and subcontractors efficiently; and preparing economic feasibility studies on changes and adjustments to cost estimates.

**Qualifications:**

- Bachelor's degree in a construction related discipline is desired.
- Minimum 1 to 3 years' experience in the construction industry performing responsibilities equivalent to those listed above.
- Working knowledge and comprehension of construction drawings, documents, and specifications, as well as construction management.
- Proficient in Microsoft office and Bluebeam.
- Knowledge of Timberline Estimating.

**Knowledge, Skills, and Abilities:**

- Proven experience as construction estimator.
- Deep understanding of research methodology, data analysis and estimation metrics.
- Basic understanding of accounting and project management concepts.
- Strong organizational skills, flexibility, and the ability to prioritize work assignments.