

ESTIMATOR

Report to the Chief Estimator and work closely with Senior Estimators. Responsible for calculating and accurately projecting the costs for construction projects.

RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO:

- Develop and conduct quantity surveys and material, labor and equipment takeoffs to prepare detailed breakdown of estimates.
- Read and analyze blueprints, specifications, and subcontractor proposals to provide consistent and comprehensive estimates.
- Understanding of construction means, methodologies, commercial codes, construction scheduling/sequencing and costs associated with material vendors and subcontractors.
- Attend pre-bid meetings and walkthroughs.
- Scope evaluation and preparation
- Quantity take-off
- Bid packages & subcontractor solicitation.
- Identification and qualification of new subcontractors and vendors and developing stronger sub relations to ensure proper subcontractor coverage in the bid documents.
- Interaction with the clients on RFI's and clarification of conflicts in the bid documents.
- Pricing and assembly of the estimate.
- Identification and assessment of areas of construction risks, profitability and constructability issues and discussion of the alternatives with executive management.
- Close attention to detail, organized and multitasking abilities.
- Excellent interpersonal and written communication skills with proven ability to work independently and as part of a team.

EXPERIENCE / EDUCATION:

- Minimum 5 years' experience in commercial construction with a focus on Academic, Cultural, Corporate, Lab, Healthcare, Retail, and Restaurant.
- Degree in building construction, construction management, or related field.

PROFICIENT IN:

- Microsoft Office Platform
- iSqFt
- On Screen Take Off (OST)
- Bluebeam
- Autocad, Revit, Navisworks (a plus)

ADDITIONAL REQUIREMENTS:

- Must have valid driver's license and personal transportation
- Must be authorized to work in the United States
- Bowdoin Construction is an equal opportunity employer

ABOUT THE COMPANY

Bowdoin Construction is an award-winning leader in the construction industry, with 50+ years of experience building throughout New England. Based in Needham Heights, MA, the company specializes in academic, corporate, healthcare, hospitality, and retail projects, and remains committed to providing innovative solutions that yield superior results and exceed our clients' expectations. Our family-oriented culture provides a supportive

environment with many long-term employees who have tenure of more than 20 years with the firm. Comprised of a great mix of seasoned professionals and budding stars, the Bowdoin family continues to grow. Come be part of our winning team!

WHAT WE OFFER

We offer a competitive salary (commensurate with experience) and benefits package, including:

- Health, dental and vision insurance
- Flexible spending accounts for health and dependent care
- Short/long-term disability and life insurance
- 401(k)
- Tuition Reimbursement
- Paid Holidays
- Paid Vacation

CONTACT: BowdoinHR@BowdoinConstruction.com

Bowdoin Construction provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.