

Job Role – Estimator

Details

Full Time Permanent: 5 Days/Week

Normal Hours: 8:00-16:30

Salary: Depending on Experience

Job Description

We are seeking an Estimator who has relevant contractor side experience within the construction industry. The candidate will demonstrate expertise in the measurement and production of written estimates/quotes/tenders from inspections of site, contract documentation, specifications, BoQ's and drawings for contracts ranging from £10k to £500k. The candidate will have an adequate level of contract knowledge balanced by good commercial understanding. They should be methodical, technically minded and an effective communicator with the ability to work in a team environment and under pressure. The role will require communicating with suppliers including sub-contractors. This is a great opportunity for the right individual to excel within a respected Construction Company.

Primary responsibilities will include

- Review enquiries
 - Liaise with client, client's agents, main contractors and site representatives etc. to gain information
 - Review tender/contract documents/drawings/specifications
- Produce written tenders, estimates, valuations, bills of quantities and quotations
 - Interpretation of contract documents
 - Communicate with suppliers including sub-contractors
 - Understand how works will be carried out
 - Fill in and send PQQ's where required
- Assist team post contract
 - Ensure team understand the detail of the estimate when contract is won
 - Assist team to resolve contract disputes in relation to original estimate
 - Assist team to agree and make valuations against contract
 - Assist team to estimate and agree variations and extras

Qualifications

- Relevant qualifications to demonstrate technical abilities
- Member of professional body (preferred) e.g. RICS, CIOB

Experience

- Experience across a broad range of projects including Civil and Industrial sectors
- 5 years' experience in a similar role
- IT Literate including MS Outlook, MS Excel and MS word