



## **JUNIOR CONSTRUCTION ESTIMATOR**

### **Roles and Responsibilities**

- Analyze drawings and specifications.
- Understand contractual terms and conditions.
- Assemble estimates and proposals.
- Learn to provide clear detailed quantity take offs.
- Organize sub-contractors quotations.
- Draft budgets and schedules for projects for review.
- Meet with potential clients to generate sales.

### **Qualifications and Experience**

- Understand reading and interpretation of drawings and specifications.
- Experience and familiarity with construction industry.
- Clear and fluent knowledge of computers and experience working with spread sheets.
- Ability to use CAD programs.
- Exceptional communication skills.
- Graduate from recognized engineering, architectural or construction management program is an asset.
- Related construction experience is an asset.

### **Work Environment**

- Ability to work in an office and in the field in a fast paced environment with variable working hours.
- Enjoy various challenges with a multitasked position from sales through to the completion of a building project.
- Ideal candidate will have the desire, ability and ambition to work their way up through management of the firm.

We are a family owned General Contracting firm completing projects in Eastern Ontario along the St. Lawrence corridor from Cornwall to Kingston and the surrounding area of Ottawa since 1958.

### **How to Apply**

Email resume and cover letter to: [resume@DCSnelling.com](mailto:resume@DCSnelling.com)