

**Job Title: Estimator**

Location: Fort Worth, Texas

Compensation: Not Specified

(Commensurate with Experience)

Travel: Minimal

Summary

Evans Consulting & Construction is a Fort Worth based construction firm, offering preconstruction, construction management and consulting services. The Estimator position will be responsible for managing and executing the estimating process from start to finish.

Responsibilities:

- Analyze construction documents to develop a thorough understanding of the project requirements
- Formulate and implement plans to prepare and submit timely project estimates to clients
- Organize and maintain the internal plan room and solicit bids from subcontractors and vendors as required
- Analyze subcontractor and vendor bids for accuracy and completeness and utilize to prepare detailed cost estimates
- Facilitate and lead job site walk-through with subcontractors prior to bidding a project
- Develop and maintain long term relationships with clients, vendors, and subcontractors
- Work in a team approach with Owners, Architects and Subcontractors to identify value engineering and cost savings suggestions and price accordingly.
- Professionally represent the company in all matters related to pricing and estimating

Requirements:

- 3-5 years of experience in the construction industry; Previous estimating experience a plus but not required
- Education: Bachelor's Degree Preferred (Not Required); Construction Science, Civil Engineering, or related field preferred
- Ability to understand construction documents and read blueprints
- Commercial construction experience required
- Familiarity with a variety of different construction methodologies, procedures and building systems
- Basic understanding of systems analysis methods
- Self-starter with the initiative and drive to start and complete tasks in a timely manner
- Ability to effectively work independently and in groups
- Efficient written and verbal communication, time management, and problem-solving skills
- Flexible and adaptable to ever changing schedules and day-to-day assignments
- Strong computer skills and proficient using Microsoft products (i.e., Word, Excel, Outlook, Project)
- Plan Swift, or equivalent, estimating software experience
- Basic understanding of building durations to create preliminary project schedules
- Leadership qualities and ability to motivate others

Physical Demands and Work Environment:

- The duties of this position require physical ability to climb stairs, ladders, and uneven surfaces as well as maneuvering around equipment and tools on a job site. The employee will spend most of their time in the office but will be required to visit job sites regularly.

*Evans is an Equal Opportunity Employer