

Job Description – Senior Preconstruction Manager | Cost Estimator

This is a full-time, permanent position in a fast-paced environment. The role will be based in the corporate office located in the Research Triangle Park, NC.

The position requires ten years' experience in cost estimating and the ability to perform conceptual estimates. Senior Preconstruction Manager | Cost Estimator must have ability to perform quantity take-offs from construction documents including plans and specifications, progress drawings, conceptual sketches, change order revisions, addenda and design narratives. Senior Preconstruction Manager | Cost Estimator will work to obtain accurate and up-to-date pricing information from databases, contractors, suppliers, etc. to utilize in estimates. Senior Preconstruction Manager | Cost Estimator will also review estimate takeoff information for specific disciplines in order to assess accuracy and suitability for project type and specific project requirements.

Primary Responsibilities:

- Perform quantity take offs based on a variety of information including plans and specifications, progress drawings, conceptual sketches, change order revisions, addenda and design narratives
- Develop budget estimates using plans and specifications, or other conceptual information
- Review project plans and specifications and coordinate with the team to confirm complete scope
- Identify risk issues and their order of magnitude
- Solicit subcontractors, vendors, and equipment suppliers' information and pricing
- Prepare instructions to bidders, bid forms and other bid solicitation information as required
- Perform the quantity survey and pricing effort for internal budgets
- Review and scoping of specialty contractor bids
- Review & identify constructability issues with operations staff
- Maintain and communicate data on construction and material cost trends affecting project costs
- Analyze alternate means and methods to determine the most economical alternative
- Review and estimate change orders and other cost impacts
- Other duties as assigned

Required Qualifications:

- 10+ years of commercial estimating experience
- Ability to breakdown construction operations into a logical sequence of activities; Fundamental understanding of construction phasing and organization of building components
- Ability to read and interpret drawings and specifications
- Knowledge construction market including pricing conventions and trends
- Can work independently, but more likely to work as a Team made up of pre-construction managers, project managers, technicians, and engineers
- Organizational skills, oral and written communication and team attitude
- Experience in utilizing Microsoft Excel and related Microsoft Office software
- Willingness to learn and adapt to a changing market

Add Value Experience

- Life Science estimating experience
- Strong mechanical, electrical and plumbing estimating skills
- Experience with iSqFt, RS Means and other estimating software programs