

## Construction Estimator

JPC Group, Inc. is a full-service construction contractor based in Blackwood, NJ with a focus on road and bridge construction, bulk earthwork, sheeting and shoring, pile driving, water and sewer utilities, large-scale demolition and full-service marine construction.

Due to our continuing growth, JPC is seeking a motivated and experienced Construction Estimator to support the Estimating team throughout the bidding process. You'll work in a fast-paced, exciting environment and be required to meet strict deadlines. This position will involve reviewing plans, attending pre-bids and site visits, obtaining subcontractor and vendor pricing, performing quantity take-offs, generating detailed cost estimates in both budgeting and hard bid phases.

The ideal candidate will have experience in detailed quantity takeoff and job cost analysis, creating comprehensive cost estimates in all facets of civil and marine construction, excellent communication skills, great attention to detail, top-tier organizational skills and the ability to manage multiple tasks at once in a fast-paced environment.

### **Job Responsibilities:**

- Evaluate project drawings, specifications and related documents to determine scope of work
- Compile, maintain and update Company list of qualified subcontractors & vendors
- Solicit requests for pricing to subcontractors and suppliers
- Follow up to ensure subcontractor & vendor quotes are received on time, organize, review and analyze for correct scope of work, notes & pricing
- Communicate with customers to define project scope, answer questions and build relationships throughout the bid process
- Attend site visits, pre-bids and bid openings as required
- Perform comprehensive demolition, earthwork, utilities, marine and site work takeoffs
- Prepare detailed cost estimates on pre-construction schematics, design documents for hard bids, negotiated and design build projects for clients
- Adhere to aggressive bidding schedule in a timely manner

### **Job Requirements:**

- B.S. Degree in Civil Engineering, Construction Management, or related field.
- Minimum of 5 years' experience successfully estimating heavy highway, civil and marine projects is preferred
- Ability to read and interpret civil, architectural and structural plans and specifications
- Proficiency with Microsoft Excel, Word, Outlook and HCSS Heavy Bid estimating software
- Ability to utilize takeoff software such as Bluebeam and Agtek Earthwork 4D for on-screen takeoffs
- Multitasking in a fast-paced environment with concurrent projects and aggressive deadlines
- Must be detail-oriented and possess strong organizational skills
- Must have strong written and oral communication skills
- Ability to work independently and to carry out assignments to completion within parameters of instructions given and standard accepted practices
- Experience in the construction industry, understanding construction language, materials and methods is required

We offer competitive salary, paid vacation & holidays, employee dental & healthcare and 401K with employer contribution.

JPC Group, Inc. is an Equal Opportunity Employer.

Please send resumes to: [careers@jpcgroupinc.com](mailto:careers@jpcgroupinc.com)