

Job Description for:  
**Estimator**

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**Job Summary:**

Build better communities in a rewarding career with tremendous opportunities to have a positive impact on people, communities, and companies. **Cunningham-Limp** is looking for an Estimator to join their team. This individual is responsible for establishing scopes of work, schedules, and budgets for new projects from inception through the development of detailed plans and specifications. Experience stability with a company that cares about your future and gives you the support for the professional growth you deserve.

**Responsibilities:**

- Actively participates in the sales process by preparing information (schedules, budgets, scopes of work) to be utilized in securing new work
- Prepares preliminary costing information as necessary to assist the sales department in determining the viability of future projects
- Participates in pre-construction meetings and contributes to project strategy and planning
- Accurately forecasts the scope, cost, and duration of future projects from preliminary and/or conceptual drawings
- Maintains subcontractor and estimating databases and templates (estimating templates, platform documents, and subcontractor database)
- Reviews municipal and permitting requirements and determines the impact these requirements will have on a project's schedule and budget
- Collaborates with engineers, architects, owners, and coworkers to discuss projects, identify issues, and propose solutions
- Presents schedules, budgets, and scopes of work to internal team and external customers
- Manages the permitting and entitlement process, presents projects to various municipal authorities as necessary to obtain Zoning Approval, Site Plan Approval, etc.
- Reviews drawings and specifications in detail to ensure the compliance with the design intent
- Develops strong relationships with key subcontractors
- Assists Project Managers in the final selection of suppliers and subcontractors
- Gathers historical data for use in preparing future estimates
- Remains current with industry trends, pricing, and markets

**Competencies:**

Creative - Utilizes divergent thinking to generate creative ideas by exploring many possible solutions. Demonstrated ability to collect information, develop plans, and conceive creative solutions to customers' needs. Applies "fresh" thinking to repetitive assignments.

Competitive – A self-starting, highly motivated, ambitious, and goal orientated individual. Driven by the desire to assemble cost-effective solutions to a client's needs within given quality and scheduling objectives.

Organized - Utilizes strong organizational and planning skills with a systemic approach to tasks that achieves accuracy and efficiency. Experienced at simultaneous coordination of multiple projects. Excellent attention to detail with emphasis placed on quality.

Communication - Displays strong written and oral communication skills and employs effective listening skills. Keeps others informed of important project details. Gives clear direction to other team members. Capable of participating in presentation of estimates to prospective clients.

Problem Solving - Analyzes problems from multiple viewpoints and makes sound decisions in a timely manner based on objectives, risks, implications, and costs. Displays the foresight to predict problems and implements solutions.

Interpersonal Skills - Tactful and mature demeanor with well-developed interpersonal skills including the ability to work well with diverse personalities. Friendly and outgoing.

Leadership - Demonstrated ability to give direction to staff, design professionals and subcontractors.

Customer Relations – Displays a passion for Customer Delight

### **Education & Experience**

- Bachelor's degree in construction related field required
- Minimum of 5 years' experience with a reputable commercial contractor.
- Design-build experience preferred.

### **Shared Values:**

- Humbly confident
- Integrity
- Become part of something special
- Make it better for others
- Serves the customer above all else
- Treat others with respect

### **CL Benefits & Perks:**

- Competitive salary and benefits
- Bonus and 401k safe harbor match
- Flexible schedule & Remote Work Program
- Tuition reimbursement
- Unlimited PTO
- Parental leave
- Family friendly events & Team building outings
- Employee influenced charity contributions and paid community service days

*All qualified applicants will receive consideration for employment without regard to the individual's race, color, sex, national origin, religion, age, disability, genetic information, status as a military veteran or any other characteristic protected by applicable law.*