



Sigfusson Northern is a Manitoba owned and operated heavy construction firm that provides clients with high quality service and personnel.

We are currently seeking an Estimator with Heavy Civil Construction experience. The successful applicant will work primarily with the Estimating Team under the supervision of a Senior Estimator.

Key Responsibilities:

- Review tender plans and specifications to develop a comprehensive understanding of the project
- Present all aspects of the project scope, staging, timing, constraints, risks, and potential cost saving opportunities and alternatives to internal staff
- Perform and/or direct quantity take-offs from tender drawings
- Preparation of cost estimates using HCSS HeavyBid estimating software. Consistently and insightfully formulate all tender costs – labour, material, equipment and procure subcontractor scope and costs for quotation submission
- Close tenders – including tender reviews and sub-proposal reviews and analysis
- Accountable for accuracy of tender submissions
- Prepare bid bond and insurance request forms
- Maintain files and correspondence on active tenders
- Customer follow-up on submitted tenders/proposals
- Communicate with field staff and Clients
- Take part in estimate hand-off meeting with assigned Project Team
- Assist in maintenance of estimating department policies, procedures and standards
- Other duties as assigned by supervisor

Qualifications:

- Bachelor's degree in Civil Engineering, Engineering Technology Diploma, Construction Management or equivalent
- Minimum of 2 years experience in the construction industry
- Knowledge of standard project management/estimating software (Word, Excel, Access, MS Project, HCSS HeavyJob and/or HeavyBid, or similar Estimating software)
- Strong capability of interpreting tender documents including drawings and specifications preparing through and accurate take-offs and estimates
- Collaboration with subcontractors, suppliers and field crew
- Proven ability to work under pressure and meet strict deadlines
- Strong team and communication skills including reading, writing and oral communication skills
- Strong computer proficiency
- Work independently as well as part of a team

Human Resources - Sigfusson Northern
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