



Estimator

Position Overview

The Estimator will provide analysis of drawings, specifications, and other documentation to prepare time, cost, and labor estimates for Industrial projects. The Estimator will also be responsible for the preparation of proposals and other submittal documents required for the bidding process.

Responsibilities

- Review and understand bid documents provided by the client, including drawings, specs, and general conditions to ensure that all aspects of the job scope are accounted for when estimating the project.
- Attend pre-bid meetings and job walks in order to gain a complete understanding of the job scope, verifying the necessary logistics, and identifying obstructions and/or hinderances.
- Create and issue RFQs for materials, fabrication, equipment, and subcontractors, then evaluate each quote to determine the best fit for the project's needs.
- Perform multiple types of quantity take-offs to ensure that all aspects of the project scope are accounted for.
- Perform project risk and contingency analysis that may affect project costs and schedules.
- Analyze unit rates to be sure they are well understood and defensible to peer review.
- Work with the operations team to account for the proper quantities of assets, resources, and time are accounted for in each bid.
- Interface with other individuals in the organization to obtain support and commitment to the cost estimates.
- Prepare a schedule for estimating purposes and submittal to the client. This schedule should also serve as the baseline for the operational execution of the project.
- Create proposal documents and other required documents / submittals for client submission and ensure timely transmission to the client.
- Attend any post-bid meetings and follow-up with client requests after proposal submittal.
- If awarded the project, engage in the estimating turnover process with the operations / project management team, and provide key data metrics for project manager and executive management analysis.
- Maintain data of current labor, material, and equipment rates, cost escalation trends, and labor availability information.

Qualifications and Requirements

- Extensive knowledge and experience in EPC and industrial estimating practices and methods, including demonstrated ability to organize, direct, perform, review and present cost estimating products with minimum supervision.
- Minimum of 5 years of experience of industrial mechanical estimating with an emphasis on piping preferred.



- Ability to develop estimates with limited Engineering input.
- Be able to read drawings, P&ID and understand process plant equipment.
- Written, verbal and interpersonal communication skills to effectively work with all levels of the organization.
- Knowledge of Microsoft Office applications, Adobe products, and the ability to quickly learn any additional software that may be required.
- Able to pass pre-employment screenings, as well as acquire any necessary documentation that a project location requires.
- The ideal candidate will reside in East Baton Rouge Parish, West Baton Rouge Parish, or Ascension Parish

Benefits:

- 401(k) with company match
- Health, dental and vision insurance
- Paid time off