



Job Description: Estimator

Starting Rate: \$75k-\$90k DOE

Position Summary

The Estimator is responsible for preparing accurate and comprehensive estimates primarily for public works construction projects. This position requires strong knowledge of all aspects of construction—from sitework to finishes—and the ability to interpret plans, specifications, and proposals to prepare detailed cost analyses. The ideal candidate has 3-10 years of estimating or preconstruction experience working for a General Contractor and is skilled at developing competitive bids, managing subcontractor relationships, and supporting project teams through preconstruction.

Key Responsibilities

- Review and analyze project plans, specifications, and bid documents to determine scope of work and required contents of estimates.
- Prepare detailed quantity takeoffs, cost breakdowns, and comprehensive estimates for all trades.
- Solicit and evaluate subcontractor and supplier proposals to ensure accuracy and completeness.
- Develop and maintain cost databases, historical pricing, and unit cost records.
- Attend pre-bid meetings, site walks, and client presentations as needed.
- Identify cost-saving opportunities, value engineering options, and constructability issues.
- Prepare bid packages and submit proposals within required deadlines.
- Assist in project buyout and budget preparation following award.
- Maintain professional relationships with clients, subcontractors, and design teams.

Qualifications

- Bachelor's degree in Construction Management, Engineering, Architecture, or related field preferred.
- 3–10 years of experience estimating commercial or public works construction projects for a General Contractor.
- Proficient in reading and interpreting construction drawings and specifications.
- Strong knowledge of construction means, methods, and materials.
- Experience with estimating software (such as Bluebeam, PlanSwift, Procore Estimating, On-Screen Takeoff, or similar).



- Excellent analytical, organizational, and communication skills.
- Ability to manage multiple bids and deadlines simultaneously.
- Detail-oriented with strong mathematical and problem-solving abilities.
- Proficient in Microsoft Office Suite (Excel, Word, Outlook).

Preferred Experience

- Experience in public works and/or school construction.
- Knowledge of prevailing wage requirements and public bidding processes.

Compensation and Benefits

- Competitive salary based on experience
- Health, dental, and vision insurance
- 401(k) plan with company contribution
- Paid holidays and vacation
- Professional development and growth opportunities

Send your resume to hr@amgassociatesinc.com today to be considered!