

## **Utility Estimator/Excavating Estimating**

Northwest Total Site is seeking an Experienced Municipal Utility Estimator/ Project Manager specializing

In public/municipal underground sewer, water, drainage utility work predominantly in the Minneapolis / St. Paul seven county metro area. Experience in estimating excavation work a plus.

### **QUALIFICATIONS:**

- Degree in Civil Engineering or Construction Management preferred but not required
- Minimum 10 years experience as an Estimator specializing in underground sewer, water, drainage, wastewater Utilities.
- Can start immediately
- Ability to understand blueprints/specifications & perform takeoffs as needed
- Self motivated & strong work ethic
- Experience in Bid2Win, ACAD, Excel, Word Preferred
- Excellent oral/written communication & organizational skills
- Experience with Public Projects & Private work
- Team Player / problem solver

### **RESPONSIBILITIES:**

- Analysis of Project Specifications & Plans to determine what projects best fit our company
- Prepare comprehensive bids, develop full scope estimates, understanding risks and opportunities in bid documents.
- Visit Sites, investigate soil conditions, attend pre-bid meetings
- Estimate job costs including production rates, materials & subcontractor costs
- Solicit subcontractor & material suppliers.
- Manage Projects start to finish.
- Plan, Coordinate Project Management with Northwest Field personnel, Inspectors, Subcontractor & Suppliers
- Manage Material & Subcontractor Submittal approval process
- Develop & update project schedules
- Prepare subcontracts
- Attend precon & weekly project meetings as needed
- Work collaboratively with other estimators
- Safety - We have an expectation that all employees play an active role in workplace safety and promote a positive safety culture at all times.
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### **BENEFITS:**

- Salary & Benefits commensurate with experience, performance & work ethic. \$120,000.00-\$150,000.00 compensation depending on experience, performance and work ethic.
- Medical/Dental Insurance
- Paid Vacation
- Profit Sharing Retirement Plan
- Annual Performance Based Discretionary Bonus
- Company Vehicle or Vehicle Allowance
- Company Phone
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### **ABOUT:**

Northwest is an Industry Leader with an ever changing balance of Municipal, Private & Commercial work. This type of work involves Excavating, Sewer/Water and Paving of municipal infrastructure projects, office/warehouses, retail buildings, and housing developments. Primary work area is in the 7 county metro area of Minneapolis and St. Paul, Minnesota, however we occasionally do work outside the metro and on occasion have done out of state work, for private customers. We are a Union Contractor. Annual Sales range from 100-110 million. We are an Equal Opportunity Employer