

Estimator, Floorz

Compensation: 55K – 70K / Year

Who we are:

We are inspired place makers who enhance the built environment with a focus on brand and culture - Across multiple studios, elements provides a comprehensive portfolio of products and services for the interior built environment. We combine our interiors expertise with construction capability and the collaborative, cross-functional process of human-centered design. This holistic approach to the built environment creates a seamless experience and exceptional results for our clients.

This position is for our studio Floorz – Colorado’s premier commercial flooring contractor.

Job Summary:

The Estimator plays a crucial role in their studio, responsible for accurately estimating the costs of projects proposals. The Estimator collaborates with the sales, and project management teams to prepare detailed cost estimates and bids for clients. This position requires strong analytical skills, attention to detail, and a deep understanding of commercial interior design-build materials and processes.

Essential Functions

- Generate Takeoffs to estimate quantities of materials needed and calculate labor and equipment costs based on project timelines and scope.
- Review project plans, specifications, and other applicable documents to understand project requirements.
- Collaborate with the sales and project management teams to develop accurate and comprehensive cost estimates for projects.
- Prepare detailed itemized cost breakdowns, including labor, materials, equipment, and other project expenses.
- Frequently communicate and collaborate with various teams to understand scope, timelines, applicable project deadlines and any changes made to original proposal.
- Other duties as assigned.

Required Skills/Abilities

- Strong knowledge of construction materials, methods, and processes.

- Proficiency in estimating software and tools to prepare detailed cost estimates.
- Excellent analytical and mathematical skills to accurately calculate costs and quantities.
- Attention to detail and accuracy in reviewing project documents and specifications.
- Effective communication and interpersonal skills to collaborate with cross-functional teams and interact with clients and suppliers.
- Ability to work under pressure and meet tight deadlines in a fast-paced environment.
- Familiarity with relevant manufacturers, suppliers, and industry trends.

Education and Experience

- 2+ years of experience in project estimating within the construction industry.
- Bachelor's degree in Construction Management, Project Engineer for a commercial GC, or equivalent industry experience.

Core Competencies

- Communication
- Attention to Detail
- Accuracy
- Analytical Skills
- Negotiating

EEO Statement

Workplace Elements provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities, and activities may change, or new ones may be assigned at any time with or without notice.