

**Estimator / Project Manager
Western Industrial Contractors Ltd.**



Posting Date: March 23, 2022

Position Title: Estimator / Project Manager

Position Location: Kitimat, BC & Prince George, BC

Duration: Full Time Position(s)

Company Background:

Western Industrial Contractors is a general contracting firm that offers a complete range of pre-construction and construction services. Western Industrial Contractors prides itself on its commitment to employee welfare and client satisfaction; its performance with regard to safety, scheduling, and its commitment to quality.

Position Summary:

You are an experienced estimator/project manager within the industrial, commercial and civil construction industries. You will be responsible for the day-to-day operations by developing and monitoring project performance against project plans/schedules to ensure the project is completed on time and within budget. Ability to complete projects from estimating to turnover.

Safety:

- Overall responsibility for site safety.
- Understand and follow WorksafeBC legislation, our own Health and Safety Manual, and the Clients Contractor Safety Handbook
- Ensure all personnel on-site have been put through an orientation
- Ensure workers understand and follow our Safe Work Practices and Procedures

Responsibilities:

- Prepares accurate estimates of costs of materials, labour, and equipment and take-offs for construction projects based on contract bids, quotations, tender drawings, and specifications.
- Recommends cost reduction or project success strategies where appropriate.
- Attends customer sites to gather project information as required.
- Attend tender site meetings
- Conduct regular risk assessments
- Review drawings and specifications of bids
- Prepare estimates utilizing estimating and other computer software programs (Programs, such as WinEst, OST (On-screen Take-Off), and Microsoft Projects)
- Assemble bid packages according to tender requirements
- Maintain good working relationships with engineers, consultants, architects, and owners
- Establish good working relationships with suppliers and subcontractors
- Review and analyze subcontractor quotes prior to bid submission
- Participate in hand-over meetings with the project management team
- Conduct field reviews on-site when required
- Assemble construction maintenance manuals at the end of a project

Qualifications:

- 5+ years of related experience on project sites
- Completion of post-secondary education in construction, engineering or related trade
- Ability to plan and manage a project schedule
- Contract negotiation/management skills
- Knowledge of construction costs and budgets
- Knowledge of methods of bidding, purchasing, negotiating, contracting, cash flow, expediting, receiving, and transporting
- A track record of building successful teams, effectively motivating people, and maintaining effective relationships with clients, owners, and consultants
- Capacity to respond to stakeholder requests in typical situations, investigating all the facts

Compensation:

- Competitive wages and benefits based on experience
- Vehicle allowance or company-provided vehicle

Please send Resumes to Anka at adminkitimat@wicltd.com

Note: WIC is hiring for multiple positions and locations, please identify which position and location you are applying for on your resume. Only those applicants who have been short-listed will be contacted for an interview.