

Construction Junior Estimator (Denver)

Denver based General Contractor is seeking additional team members to help manage a large volume of tenant finish projects located in Denver, Metro, and DTC areas.

We are looking for a recent or soon to be graduate in the Construction Systems Management field.

Required Qualifications:

- Ability to review plan documents
- Ability to multi-task and prioritize well by effectively managing time and relationships with existing and new clients
- Develop and maintain project schedules based on the needs of the clients and project
- Understanding of concepts in regards to specific client inclusions, exclusions, and extras
- Computer proficiency in MS Project, Excel, and Word
- Ability converse in a professional manner, both verbally and written, to all parties involved in the process
- Extremely well organized
- Personally accountable
- Desire to learn
- Experience in construction estimating preferred but not necessary
- Ability to decipher vendor pricing accurately preferred but not necessary

Duties and Responsibilities:

- ✓ Prepare estimates with high attention to detail
- ✓ Pre-Construction meetings with clients and project management teams
- ✓ Build relationships with clients, subcontractors, and co-workers
- ✓ Complete comprehensive construction schedules including required narratives
- ✓ Budgeting
- ✓ Take direction and education

We are looking for a problem solving individual with a great attitude, analytical skills, and desire to learn. If this sounds like the opportunity for you, come join our fast paced family of construction specialists. We have been in business for almost 40 years with many repeat clients and need detail orientated individuals to help us through the next 40 years.

We offer medical, dental, and 401K benefits
Salary commensurate with experience
No relocation provided

Please send your resume detailing your experience as well as a cover letter describing why you think you would be a good fit to tbuhr@ejcm.com. All submissions should be an attachment to your email and in a PDF format.