



Project Estimator

SECON Group is a well-diversified, industry leader with extensive experience in the construction, mining, oil and gas, and power generation sectors.

With head offices in Esterhazy and Saskatoon, Saskatchewan and site locations throughout Saskatchewan, Manitoba and Alberta, we are poised for continued growth and aligned to offer a wide variety of services to our client base throughout our organizations. SECON's strategic plan provides opportunity for career growth and advancement for our employees.

Position

Reporting to the Vice President, you will be responsible for creation of proposals and preparation of bid submissions to jobs that are aligned with our business expertise. We are looking for experienced Estimators in the **Electrical and Piping disciplines**.

This position will be Monday to Friday and will be located in Saskatoon, SK.

Job Duties

- Conduct detailed analysis of contracts, tender documents and specifications;
- Prepare Tender Packages and Identify any associated risks;
- Solicit pricing, analyzes costs from subcontractors and suppliers for labour, equipment and materials;
- Provide information and guidance to project management staff during contract turnovers;
- Complete full quantity take-off and pricing of all labour, equipment and materials;
- Establish a critical path schedule on estimated milestone progress dates, completion timelines and completion dates;
- Identify and evaluate project changes, resolves discrepancies by collecting additional information;
- Significant involvement in the negotiation and issuing of contracts;
- Complete communication between job site, client, company, suppliers and contractors;
- Identify risks, opportunities and thorough assessment of site conditions, sub-contractor and labour availability;
- Assist Project Managers in turnover from the transition of Bid through to Award including execution.

Qualifications

The successful candidate will have;

- Minimum 2 years' experience in estimating civil, commercial and industrial sectors of the industry, with emphasis on **Electrical and or Piping projects**.
- Knowledge of the principals involved in bid preparation
- Ability to identify competitors and understand current market conditions
- Ability to analyze information and provide attention to detail
- Cultivate and maintain positive relationships with clients, consultants and subcontractors
- Experienced in estimating Lump Sum and Time & Material tenders



Total Compensation

With this opportunity, SECON Group of Companies offers a very competitive Total Compensation Package, including industry leading wages and a comprehensive group benefit plan.

Application Process

Please apply by sending a cover letter and resume to recruiting@secongroup.ca. Please include in your cover letter why you are interested in the job and which skills, experience, and/or education make you an excellent candidate for SECON Group of Companies. The start date is as soon as the successful candidate is available.

We thank all applicants for their interest; however only those candidates with cover letters and resumes who fit the needs of the company will be contacted.

Closing Date

Open until suitable candidate has been hired.