



CONTACT
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ROLE - ESTIMATOR

SKILLS

Advanced Excel Skills

Ability to read and understand construction documents and plans

Exceptional time management + organizational skills

REQUIREMENTS

3 Years Estimating Experience

Must understand construction materials, methods, and systems

Bachelor degree a plus

RELATIONSHIP SKILLS

Able to work independently and as part of diverse team of various personalities

Praises those who do exceptional work and constructively encourages team members

Able to develop and maintain relationships with sub-contractors.

COMPENSATION

\$ 55,000 - \$60,000 Depending on Experience, Paid Weekly

Benefits - after 90 days full-time employment

Group Disability Insurance + 8 Paid Holidays each year
40 Hours Paid Time Off - after 1-year full-time employment

80 Hours Paid Time Off - after 2 years full-time employment

SIMPLE IRA retirement plan - employee and company participation for eligible employees (details to be provided)

SCHEDULE

Monday through Friday, 8:00 am to 4:00 pm (Flexible)

(No mandatory over-time or weekend hours.)

PRIMARY DUTIES + RESPONSIBILITIES

The Estimator is responsible for developing budgets and writing the Scope of Work for each job, working with Sales, the Design team, and Project Management Department to prepare for the successful launch of each project from Design to the Production team.

Creates Purchase Orders for materials orders, writes Change Orders for projects and analyzes job reports to protect the company profit.

Champions the Merrill Construction Group Mission, Vision and Core Values.

Supports other team members by reliably completing tasks and producing work of outstanding quality.

This job description outlines the essential tasks for this role.

Responsibilities include other duties as assigned.