PROJECT ENGINEER/ESTIMATOR  
(FLSA – Exempt)  

SUMMARY:  
Provide assistance for the overall administrative and technical management on construction projects from bid preparation through final acceptance by client. Disciplines could be Commercial HVAC or Plumbing, or industrial process piping.

ESSENTIAL DUTIES:  
1. Assist project managers and estimators to assess scope of work and resources required to successfully complete project.

2. Assist in the preparation of a complete estimate for selected project with detailed review of proposal specifications, drawings, takeoff information, contracting, etc.

3. Assist the project managers with the total construction effort to ensure project is constructed in accordance with design, budget and schedule. Includes interfacing with client representatives, AE representatives, other contractors, etc.

4. Assist in the planning, coordinating and supervising of onsite functions (scheduling, engineering, material and cost control, and labor tracking, etc.)

SECONDARY DUTIES:  
1. Calculate various statistical data – quantity take-offs, material price lists, labor costs per man-hour, equipment, etc.

2. Research historical data (purchase orders, subcontracts, productivity analysis reports, etc.) and compile summary reports to develop guidelines and precedence for future estimates.

3. Support other department personnel as required.

4. Perform additional assignments per Supervisor’s direction.

SKILLS, KNOWLEDGE, QUALIFICATIONS & EXPERIENCE:  
Education and experience include: 4-year engineering degree, construction management degree or equivalent combinations of technical training and/or related experience. 0-2 years construction management, estimating, engineering, or similar experience. Ability to calculate mathematical extensions, read and understand engineering drawings, purchase orders, contracts, cost coding systems, etc. is essential. General knowledge of plumbing, HVAC, or industrial piping systems, estimating techniques and cost control, and material pricing is a plus.

To Apply please contact Vinnie Figlioli @ 801-433-2640 or vfiglioli@hmcc.com