

## Civil Estimator – BEL Contracting

*Anything. Possible.*

NorLand Limited consists of 15 specialized businesses working together as one team towards common goals. We have the unique ability to undertake complex, multi-faceted public and private sector projects within a single project. Our businesses have been making **Anything. Possible.** for over 65 years!

BEL Contracting, part of NorLand Limited, is looking for a **Civil Estimator** to join their team. You will produce estimates for a wide range of unique and complex heavy civil infrastructure competitive tenders. BEL's projects range in size and client, from municipal utility projects to largescale, multi-year design-build infrastructure projects in the hundreds of millions.

### **Key Accountabilities:**

- Review plans & specifications to determine scope of work and to define project requirements
- Develop complete estimates on small, medium and large heavy civil construction projects
- Provide technical writing when required for RFP submissions

### **Duties and Responsibilities:**

- Analyze the project and estimate requirements and establish a plan for developing the estimate
- Review scope of work, identify subcontractor packages and secure subcontract tenders for inclusion in the estimate
- Estimate all self-perform items (labour, equipment, materials etc.)
- Prepare a complete estimate in Hard Dollar
- Prepare an estimate risk analysis and present estimate details via a bid review meeting to the Estimating Manager and General Manager
- Work in collaboration with partners on joint venture major project pursuits (request for qualifications and request for proposals)

### **Qualifications:**

- Minimum of 7 years' experience developing estimates for small to large heavy civil construction projects in the lower mainland, focused on underground utilities and roadworks
- Experience preparing estimates in HCSS, Hard Dollar or Bid2Win is an asset
- Strong Microsoft Word, Excel, and MS Projects skills
- Excellent verbal and written communication skills, outstanding time management, prioritization, multitasking, and organizational skills
- Strong work ethic - ability to work in a confidential, fast-paced environment with tight deadlines
- Valid Driver's License

*BEL Contracting and NorLand Limited are committed to equity, diversity and inclusion in our recruitment and hiring practices.*