

ROBERT SMITH

Sr. Project Estimator

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Experienced professionals as a Project Estimator. Trained in organizational leadership in both project management and project leadership. A proven track record for developing quality relationships and bridging communications between owners, staff, and professionals.

CORE COMPETENCIES

Advanced Computer Application Skills, Coach, Manager, Analyst.

PROFESSIONAL EXPERIENCE

Sr. Project Estimator

Vision Painting - February 2015 – March 2019

Key Deliverables:

- Review project bid requests for the scope of work and determine if the project would be beneficial to pursue.
- Review project specifications for intricacies of specific projects to minimize risk.
- Accurately perform quantity take-offs for commercial paint projects up to \$500,000.
- Use quantities from take-offs, labor production rates, and specifications to build competitive bids.
- Request material quotes for cost-saving opportunities and keeps pricing updated in the database.
- Focused on the labor, material, equipment, and subcontractors needed to complete the site work, demolition, exterior.
- Conduct walk-through or site visits as necessary to gather additional information to complete bids accurately.

Project Estimator

ABC Corporation - 2012 – 2015

Key Deliverables:

- PA Estimation of potential work and re-evaluation of current issues for repair and replacement.
- Organized joint sales call with current customers and outside vendors.
- Created assembly and layout drawings using AutoCAD 2008 and SolidWorks 2013 technology.
- Prepared plans and layouts for equipment or system arrangements and space allocation.
- Researched and customized service proposals for clients.
- Prepared multi-million dollar turn-key systems proposals.
- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

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- BS in Construction Engineering Management Technology - 2007(Purdue School of Engineering (IUPUI) - Indianapolis, IN)