

Robert Smith

Project Estimator II

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SUMMARY

Seeking to obtain an estimating position with a professional company with opportunities for advancement which will utilize deep product knowledge, computer, organizational, and communication skills.

SKILLS

Microsoft Office, Construction, Construction Estimator, Analytical Skills, Education, Weightlifting, Writing, Research.

WORK EXPERIENCE

Project Estimator II

ABC Corporation - November 2005 - January 2008

- Source material from multiple vendors for best pricing and shortest lead times.
- Perform hardware presentations with customers with details of product operation.
- Prepares work to be estimated by gathering proposals, blueprints, specifications, and related documents.
- Identifies labor, material, and time requirements by studying proposals, blueprints, specifications, and related documents.
- Computes costs by analyzing labor, material, and time requirements.
- Prepared the estimate by assembling and displaying numerical and descriptive information.
- Focused on the labor, material, equipment, and subcontractors needed to complete the site work, demolition, exterior.

PROJECT Estimator

ABC Corporation - 2002 - 2005

- Proactively completed estimates on bid documents, and directed the activities of all construction personnel on a wide variety of projects.
- Developed and authorized schedules, revised budgets, negotiated and obtained materials, and managed the hiring of temporary personnel as required to meet labor demands.
- Assisted PMs and other estimating department personnel on bid and preconstruction efforts as assigned.
- Foundation design, ramp design, MPT, piling systems, MSE walls, slope stabilization, embankments, including treatments for liquefaction and vibration control.
- Supervised and assisted on ongoing projects as needed; as well as coordinated the startup of new projects.
- Reviewed and approved site plans managed a budget, change orders, and resolved location conflicts in an efficient and diplomatic manner.
- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

A.A.S. in Computer Networking - 2000(St. Louis Community College, Florissant Valley)