



COMMERCIAL CONSTRUCTION ESTIMATOR

We are currently seeking professional, detail oriented Estimators to work in our State College, PA and Harrisburg, PA offices.

POSITION DESCRIPTION

- Communicate with Professionals (Owners, Architects, Engineers, & Subs) & provide high-level documentation
- Analyze drawings to prepare cost, material and labor estimates
- Prepare conceptual budgets for projects of varying sizes, complexity and type
- Solicit subcontractor participation and maintain positive subcontractor relations
- Review subcontractor scopes of work and pricing for completeness
- Keep track of current material & labor pricing including escalation
- Complete cost-savings analysis (value engineering) as required
- Reconcile estimates with other consultants & design team
- Attend and participate in presentations with project team, owners, and architects
- Meet tight deadlines while handling multiple project estimates

QUALIFICATIONS

- Associate or Bachelor's degree in Construction, Management, and/or Engineering
- Commercial estimating experience, with a background in estimating self-performed work
- Estimating experience from conception through construction document phases
- Competency in Microsoft Office (Outlook, Excel, Word), Zoom, Bluebeam, and estimating software
- Positive attitude and professional customer service skills

Apply today by submitting your resume and cover letter to skyle@pooleanderson.com.



ABOUT POOLE ANDERSON

Poole Anderson is a 98-year-old construction company with an excellent reputation for providing General Contracting, Design-Build and Construction Management services in the Higher Ed, Healthcare, Senior Living, Sports Venue, Hospitality, Retail, Industrial and Institutional markets.

We proudly continue the legacy of our founders by maintaining highly-skilled craftsmen and management personnel devoted to solving the construction challenges of our clients with experience, expertise and innovation.

CAREERS

Integrity and honesty are the cornerstones of Poole Anderson's success. The entire staff, from our corporate office to the on-site construction team, do everything possible to deliver quality projects in a professional work environment.

At Poole Anderson, you'll find that our team of dedicated and highly-skilled professionals are an essential element to our success. We are seeking highly motivated, career-minded individuals willing to go the extra mile to meet our customers' needs.

EMPLOYEE BENEFITS & PERKS

- Comprehensive Benefits Package
- Competitive Wages
- Family-Oriented Company
- Growing Industry
- Job Security
- Advancement Opportunities

Poole Anderson is an EOE / Affirmative Action employer with a strong commitment to environmental awareness and a drug-free workplace.