



Role and Responsibility Summary: Estimator

Following a period of growth in our business and to help maintain and grow our commercial and operational activities and standards we are seeking to hire for the position of an Estimator. The Estimator shall be a key component of our work winning strategy and the within the wider business structure moving forward. The estimating function will ensure we are using best practice and risk management techniques within our pricing strategy and provide the wider team with the experience and expertise required in order to continue to improve our commercial performance.

Overall responsibilities

- Analyse client Bills of quantities where provided and check measures.
- Where no Bill of Quantities is present, produce “take off” documents, measuring from first principles in order to quantify all project costs and deliverables.
- Be on the front foot in identifying continual improvement to the delivery of all of our commercial and operational functions.
- Use your experience and knowledge of the construction industry and construction techniques to carry out effective research on material and plant costs.
- Establish and maintain long lasting connections with sub-contractors, vendors and inter-company businesses.
- Ensure expedience when obtaining quotations from suppliers and contractors, ensuring best practice is employed and market research is conducted to drive best value.
- Assist both the commercial and operational teams in risk identification during tender / pricing stages of a project. Profile out said risks and ensure that the best interests of the business are protected at all times during risk analysis.
- Work with the business support and tender team to produce estimates and tender returns.
- Working with the Operations Manager and Delivery Managers to produce project cost plans prior to commencement, ensuring budgets to build are clear. Monitor cost plans throughout project delivery.
- Engage with clients, offering support as required, to enhance Salix’s reputation and standing and to ultimately seek and realise opportunities for growth of our portfolio and delivery of projects.
- Maintain constant communication with managers, staff, and vendors to ensure proper operations of the company
- Manage the opportunity to upsell our business, whether that be through use of our own materials or spotting a gap with a client that we could help to fill in terms of delivery.
- Increase the efficiency of existing processes and procedures. Paying particular note to inefficient / outdated processes.
- An understanding of how we measure commercial success as a business, i.e. our parent company targets (EBITDA) is essential and delivery with this at the forefront is a must, along with managing programmes of work and client expectations.
- Visit sites during tender stages to gauge project risks, constraints and any relevant information to the successful estimating of the project.

Additional company representation or responsibility (e.g. managing a supply chain partner, particular client, mental health first Aider, etc)

- Form strong, long lasting relationships with key supply chain partners and stakeholders.
- Attend client meetings pre, during and post construction as required.

Key Skills required

- Numeracy
- Attention to detail
- A methodical approach to work
- Commercial awareness
- Teamworking, relationship-building and influencing skills
- Negotiation
- Communication
- Organisation and time management
- Problem solving.
- A minimum of 5 years' experience working in a contracting and estimating function within the construction industry, civil engineering or landscaping industries".
- A relevant construction related qualification to HNC/HND level desirable.
- Demonstratable experience in estimating and tendering.

Company cross over

- Contracts Director
- Operations Manager
- Finance Manager
- Senior QS
- Business Support Lead

Benefits

Competitive Salary D.O.E

Pension

Holiday

