

Job Vacancy Announcement

Available Position:

Cost Estimator / Project Manager

Company Profile:

Rick Breeding Excavating Inc is a family owned excavation company that has been in business for over twenty years. We complete residential, commercial, and agricultural projects for various customers on the Delmarva Peninsula, and have traveled as far as Owings Mills, MD and inside the Washington beltway for satisfied repeat customers. We specialize in providing turnkey residential and commercial site work packages.

Job Description:

Work alongside others to prepare cost estimates, procure contracts, and manage residential and commercial projects. The job duties of this position vary during a projects timeline. Before a project is awarded you will be asked to evaluate bid specifications and drawings in order to prepare cost estimates for projects ranging from residential driveways and septic systems to multimillion dollar commercial site work packages. Work with customers to design and price the most effective solution to their issues. Establish relationships and work with sub-contractors and material suppliers to acquire pricing and services or materials for various projects. Prepare pricing for bulk material delivery and roll off dumpster services. Once a proposal has been accepted you will work to procure the documents, insurance, and signatures necessary to receive the contract. Order and schedule delivery of both subcontractors and materials necessary to perform the contract. Produce and maintain documents required by the contracts. Work with others in the office to review daily operations, dispatch the necessary equipment and manpower, and prepare requests for payment. Depending on prior experience, training, and company needs you may also be asked supervise onsite operations, operate equipment, drive commercial vehicles, and perform labor tasks.

Qualifications and skills:

A candidate should possess the following qualifications:

- 3-5 years construction experience or a degree in a construction curriculum such as civil engineering or a combination of the two.
- Should be proficient with Microsoft word and excel.
- Experience using quantity takeoff software, experience with Insite Site work software is preferred.
- Good communication and customer service skills.
- Must be able to work with others and to absorb constructive criticism.
- Must be able to self-motivate and multi-task with minimal supervision.
- Must pay attention to detail.
- Equipment operation experience, cdl class A or B, sediment and erosion control certifications, and traffic control certifications are preferred but not required.

Position Benefits:

MHIC #129394

- Competitive salary negotiable based on experience.
- Health insurance is available after 3 months of employment.
- Paid vacation.
- Holiday bonuses.
- Use of a company vehicle.
- Opportunity for overtime.

Interested Parties Should:

Send resumes to Travis Breeding via fax or email

Fax: 410-479-0079

Email: travisbreeding826@gmail.com

