

Estimator

Banksmeadow, NSW

Date Posted: 23 August 2022
Employment Type: Permanent full-time

About Us

Mainmark is a privately-owned company and leaders in advanced ground engineering and asset preservation technologies. For more than 25 years, Mainmark has led the world in offering unique, innovative solutions for foundation repair, and rectifying problems in residential, industrial, commercial, civil engineering, and mining situations.

Want to know more? Head to our website at <https://mainmark.com/>

The Opportunity

We are currently looking for an experienced Estimator to join our Civil and Mining Division based at Banksmeadow, NSW.

Reporting to the Senior Estimator, you will be primarily responsible for preparing proposals and tenders. Your duties will include:

- Thoroughly reviewing all tender/proposal drawings and documentation.
- Attending site inspections and precontract meetings.
- Attending “go/no go” meetings.
- Compiling and issuing subcontractor and supplier packages in a timely manner.
- Distributing relevant tender/proposal documents for commercial, operational safety and quality reviews in a timely manner
- Working with the operational and engineering teams to develop optimal methodologies.
- Preparing and maintaining all of the tender/proposal documentation and estimates in the Company SharePoint and CRM.
- Developing first principal cost estimates and identifying any contingencies that may be required.
- Identifying any risks or opportunities and prepare a risk and opportunity assessment matrix.
- Preparing draft project programs.
- Communicating progress to all stakeholders throughout the proposal/tender process.
- Maintaining effective working relationships with all internal stakeholders and clients.
- Scheduling with senior management final review and authority to submit meetings.
- Compiling final tender/proposal submissions.
- Ensuring all tenders/submissions are accurate, complete, properly authorised, and submitted on time.
- When unsuccessful carry out post tender/proposal reviews.
- When successful carry out tender/proposal handovers.

About You

Suitable candidates will have:

- Minimum tertiary qualification in Engineering or equivalent.
- At least 3+ years' experience in a similar role from tendering through to project execution.
- Proven “first principle” estimating competence using estimating software such as Benchmark or Expert Estimator.
- Autonomous worker who can adapt and work flexibly with business requirements.
- Ability to build and maintain strong relationships with clients, suppliers, subcontractors, and internal employees.
- Strong attention to detail with excellent literacy and numeracy
- Proficient in the full MS Office Suite and MS Projects.
- Willingness to travel on an ad hoc basis and be eligible to access client sites.

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What We Offer

- A fantastic opportunity to join a supportive and friendly team.
- Competitive salary.
- Career progression.

We'd love to hear from you

If you feel you meet the required skills and experience, then apply now. Send your resume to the Head of People & Culture at careers@mainmark.com

Please note all applications are reviewed upon submission with only shortlisted candidates contacted further about the position.

Mainmark's recruitment team kindly request no unsolicited resumes or approaches from recruitment agencies. Mainmark is not responsible for any fees related to unsolicited resumes.

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