

Plumbing Project Manager/Estimator – Job Description

The Plumbing Project Manager/Estimator provides project management and estimating for mechanical construction projects. This includes project estimating, bidding, budgeting, scheduling, cost control, labor management, material procurement, quality control, jobsite safety and customer satisfaction.

Requirements:

The person in this position must have a strong understanding of construction, plumbing, estimating and project management for plan and specification as well as design build projects; preferably with 10+ years of plumbing experience.

Responsibilities:

- Oversee projects from start to finish to ensure project is constructed in accordance with design, budget and schedule.
- Demonstrate ability to read and understand contracts, construction documents, plans and specifications.
- Prepare and manage construction project schedules, workers, and resource needs.
- Prepare and track submittals, RFI's, change orders.
- Responsible for providing detailed estimates based upon conceptual documents as well as schematic, design development and construction documents.
- Responsible for all take-offs, pricing and producing the final estimate to be incorporated into the final work product.
- Review documents and identify project bid requirements, scope of work, critical schedule and sequences, non-standard work conditions, cost impacts, material and equipment data, safety and compliance requirements, risk management and special requirements.
- Prepares proposals along with necessary bid requirements (ie, work plans, schedules and bid breakdowns).
- Participates in pre-bid meetings, bid strategy meetings, and post construction meetings.
- Contacts suppliers, vendors & manufacturers to identify material and equipment pricing to support estimates.
- Coordinate with the Foreman on scheduling to ensure material is ordered and delivered at the required dates.
- Develop and maintain working relationships with local material suppliers and equipment vendors to provide current pricing for material and equipment.
- Manage and coordinate with subcontractors.
- Control all project costs, including material, labor, subcontractors, and other fees involved.
- Provide monthly project billing requirements to administration.

- Provide monthly project cost 'projections' documenting work done to date, work to be completed and percent complete of actual work completed vs. previous estimated costs to complete.
- Monitor material deliveries and verify packing slips are correct with actual material delivered.
- Coordinate the submission of all close-out documentation as required by the General Contractor

Minimum Job Requirements:

- Bachelors degree in a construction or engineering related field or equivalent work experience.
- A minimum of 10+ years' experience in the plumbing/estimating construction industry
- Plumbing and estimating experience required.
- QuoteSoft experience preferred.
- Possession of a valid Alaska driver's license and satisfactory driver record

Knowledge, Skills & Proficiencies:

- Must have excellent communication skills; analytical, technical, writing, and interpersonal skills, which demonstrate an ability to organize, schedule, direct, control and manage construction projects and personnel.
- Proficient in the use of computers, Windows-based operating environment, Microsoft Office and Bluebeam.
- Ability to read and interpret blueprints.
- Knowledge of plumbing and piping installation
- Leadership skills
- Learning Adaptability
- Must have excellent time and self-management skills
- Problem solving skills
- Excellent work ethic
- Goal oriented
- Industry knowledge

Working Conditions and Physical Effort:

- Requires physical work; lifting, pushing, or pulling required of objects up to 50 pounds.
- Physically able to stand, sit, move, squat, walk, and climb during the shift.
- Work may involve moderate exposure to unusual elements, such as extreme temperatures, dirt, dust, fumes, smoke, unpleasant odors, and/or loud noises.
- Must have the ability to handle stress to operate under deadlines

