

Job Title

Cost Estimator/Cost Surveyor

Job Description Summary

Quantity surveyor (services and construction) from inception to completion. Engagement on various other initiatives to validate time, materials and rates to ensure accuracy.

Job Description

Responsibilities

- Build an estimating and benchmarking database for reactive, planned works and construction project services
- Diligence in cost estimating, forecasting and reporting
- Detailed cost planning and monitoring to ensure that goods, services and projects scopes are developed within the approved budget
- Invoice validation
- Procurement management
- Change order management
- Close out administration
- Earned value and value engineering
- Financial post contract management including progress payment valuations, regular reporting on forecast of expenditure and final cost, and agreement of the final account
- Ad hoc internal auditing to assure accuracy and consistency of time and material pricing
- Analyze costs based on conceptual scope definitions and current economic conditions throughout assigned markets/regions; assist Infrastructure and Energy programs project managers in the forecasting of costs for new capital projects
- Confer with a broad range of technical, professional, property and project management personnel to coordinate and establish and/or validate construction budgets
- Identify, implement and estimate construction cost saving opportunities
- Perform multiple detail-oriented tasks with time-sensitive deadlines



Requirements

- Requires a Bachelor's degree in Cost Engineering, Civil Engineering,
- Construction Science, Construction Management, Quantity Surveying or Construction Science and Management
- Five (5-) years of progressive, post-baccalaureate experience as a cost consultant in the Real Estate Design & Construction industry performing contract and project management services, such as cost controls, scheduling, procurement, and analysis of materials, costs, contracts, risks and data, for projects within the commercial office or industrial construction management industry with budgets in excess of US \$25 million
- Minimum of three years of cost-estimating experience should be in mechanical, electrical and plumbing (MEP) systems
- Ability to estimate from conceptual project scope to construction documents
- Ability to read and interpret drawings and specifications

For further information, contact:

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