



## Seeking a Concrete Estimator / Project Manager



**Ebert Companies** is a professional and long-standing commercial general contractor that is currently seeking a detail oriented and motivated individual for our Concrete Estimator / Project Manager position in our Self-Performing Division.

The ideal candidate must be a positive, self-motivated individual with the ability to multi-task in a fast-paced environment.

### **PRIMARY RESPONSIBILITIES:**

- Perform quantity takeoffs and estimates in Concrete and Masonry
- Actively solicit bidders and work with subcontractors
- Purchase and research materials
- Coordinate submittals, shop drawings, and scheduling of project
- Process change order, RFIs, and other paperwork for the project

### **SKILLS:**

- Computer Knowledge - Microsoft office (Outlook, Word, Excel)
- Accurate Quantity Takeoffs
- Organization skills
- Understanding and Interpretation of Construction Documents (plans / specs)
- Concrete Field Experience or Concrete Estimating / Project Management experience

### **COMPENSATION:**

- Health and Dental Benefits Package
- Health and Flexible Spending Accounts
- Life, Long- and Short-Term Disability Insurance
- 401(k) with Match Program
- Holiday and Vacation Time

### **TO APPLY:**

For immediate consideration, please apply online at [www.ebertcompanies.com/about-us/employment](http://www.ebertcompanies.com/about-us/employment).

*Ebert Companies is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, sex, sexual orientation, age, national origin, disability status, protected veteran status, or any other characteristic protected by law.*