

VACANCY ESTIMATOR

CCC Group is an internationally ranked general contractor providing a broad scope of construction, maintenance and fabrication services to various industrial markets throughout the U.S. and in select foreign regions like the Caribbean. We are dedicated to performing work to the highest standards coupled with striving to exceed our clients' expectations to deliver solutions based on our expertise backed by superior safety and quality principles. Through our regional office in Suriname we successfully carry out several construction projects for the local and regional market with the highest management, quality and safety standards. To strengthen our Project Executive Organization, we are currently looking for a suitable candidate.

Job Summary:

Understand client's requirements and structure the project scope, gather, calculate and compile data for use in construction estimates. Prepare routine estimates for smaller/medium size projects under general supervision. Technical aspects and company procedures can be learned through on-the-job training.

Typical Duties:

- Collect requirements and specifications from tender documents, determine the project scope, and prepare project the work breakdown structure.
- Calculate various data, quantity take-off, bill of materials, labor productivity, labor costs per man-hour, activity durations, etc.
- Research historical data and compile project reference information for estimates.
- Identify suppliers, solicit quotes or assist lead estimator during the preparation of inquiries packages.
- Prepare routine discipline estimates utilizing company estimating software.
- Calculate activity durations, work sequences, prepare or assist with schedule making.
- Arrange, prepare and present bid review meetings for the project and corporate team.
- Perform additional assignments as per manager's direction.

Required/Desirable Knowledge, Skills, and Competencies:

- General knowledge of estimating techniques, cost control, project management, and material properties.
- Ability to calculate quantities such as weight, length, area, and volume using basic geometry.
- Ability to read and understand engineering drawings and customer inquiry documents is essential.
- Good verbal and written communication skills in English.
- Intermediate to Advanced knowledge of MS Excel.
- Be familiar with the PMI and/or AACI good practices (Optional).

Required Qualifications:

- University degree in Engineering or equivalent is preferable.
- Fluent in the English language (Speaking, Listening, Reading, Writing) is required;
- 1 to 3 years' experience in construction, estimating or project management is preferable.

Company Compensation

- Attractive salary and benefits compatible to the local market;
- Opportunity to career growth and development

Send your cover letter and resume to ccchrsuriname@cccgroupinc.com or to PO Box 1243 Paramaribo, Suriname. Call for info to (+597) 323400 ext. 2857