
Summary:

Reporting to the Estimating Manager, the Estimator is responsible for analyzing drawings, specifications, and proposals to prepare accurate estimates for time, cost, and labour. This role supports TESC's commitment to delivering consistent, high-quality service as a single-source provider. Working closely with internal teams and clients, the Estimator ensures detailed, proactive planning aligned with project goals.

The Estimator plays a key role in budgeting, scheduling, constructability reviews, and execution strategies that uphold our standards for safety, quality, and performance.

Responsibilities & Duties:

- Gather and retain current and accurate data on costs of goods, materials, market labour and equipment rates from suppliers and sub-trades.
- Identify most competitive rates based on cost analysis/comparison.
- Review and evaluate proposal specifications and drawings to determine scope of work and the content of the estimate.
- Quantify all aspects of the tender document, including tender requirements, written specifications, and project drawings.
- Prepare detailed, accurate, professional estimates by calculating material quantity take offs, equipment, and labour rates for tender verification.
- Solicit supplier quotations for material, equipment, and sub-trade quotations, whether internal to TESC departments or from an external supplier.
- Attend pre-tender meetings, including estimate reviews and tender closings.
- Recommend multiple scenarios based on cost, engineering quality, or material availability.
- Advise management regarding cost and schedule fluctuations, changes in available materials, or other factors affecting construction.
- Prepare final estimate summaries, ensuring scope and pricing are comprehensive.
- Review estimates with management as appropriate or as directed.
- Submit completed tenders in a timely manner to central closing.
- Review the impact of Tender to Construction documentation.
- Assists in determining annual bid success/performance rate through consistent post-bid analyses.
- Maintains positive client, sub-contractor, and supplier relationships.
- Acts as a resource and mentor to other estimators.
- Actively participate in TESC estimating training programs.
- Maintain historical data, ensuring database is current.
- Attend conferences, trade shows, and other networking opportunities as required.
- When Lead on a bid:
 - Take on additional requirements such as, but not limited to:
 - Organize other estimators in multiple disciplines.
 - Organize and lead progress and closing client meetings.
 - Ensure all appendices are included and completed with accuracy.
 - Manage and maintain file structure for bid.
 - Coordinate with other departments (ex. Quality, Safety, Finance) to ensure tender compliancy and project success.
 - Prepare appendices (schedule, methodology, organizational charts, labour rates, etc.).
 - Prepare handover package and provide on-going support as needed.



Job Specifications:

- University degree, preferably in Mechanical Engineering.
- Must have 5 years' experience in estimating (Piping preferred)
- 5 years in industrial construction is an asset.
- Ability to work well under pressure and meet project deadlines.
- Must be proficient in MS Excel
- Proficiency in Accubid, Primavera P6, and Microsoft Project is an asset.
- Financial acumen/ability to comprehend budget structures.
- Must work well independently and unsupervised.
- Attention to detail.
- Ability to read and understand construction drawings.
- Knowledgeable in construction practices, costs, procedures and legislation.
- Valid G License

TESC is an equal opportunity employer. In accordance with the Accessibility for Ontarians with Disabilities Act, accommodation is available throughout our recruitment process for applicants with disabilities.