

**We are seekers of innovation. We believe that innovation is not separate from company culture. Colarelli Construction is adapting and creating changes in the construction industry. We believe that innovation creates new value for an organization and as we have launched our Innovation Initiative, we aim to deviate from the legacy business and continue to evolve and grow. We strive to ask questions and seek answers. When we find that the answers do not yet exist, we look for a partner to help us find the answer.**

**Our approach is complex, sophisticated, and multilayered with an emphasis on creating synergy among the many teammates within our value chain. We facilitate the creation of new solutions and partner with our clients to ensure that each project is designed to be uniquely successful.**

**Years of experience has led us to successfully complete a wide variety of project types including tenant finishes, healthcare facilities, religious venues, hospitality service, financial institutions, education institutions, mission critical facilities, retail spaces, office units, arts and entertainment venues, as well as residential properties.**

## **JOB DESCRIPTION**

Position Title: **Estimator**  
Position Location: 111 South Tejon, Suite 112, Colorado Springs, CO 80903  
Employee Status: Full Time, Salaried, Exempt

### **Job Overview and Responsibilities**

This position is intended for a professional with basic estimating and plan reading skills and is intended to provide an opportunity for growth into a role as a Senior Estimator over time. Position requires professional to assist in various pre-construction and pre-development activities, including the creation of detailed proposals and detailed construction estimates from preliminary / conceptual information. The ideal candidate is detail orientated with a demonstrated ability to work with numbers, drawings, multitask and prioritize as well as possesses strong organization and communication skills. This person will be responsible for developing accurate and reliable estimates for multiple, simultaneous projects from conceptual design through final construction documents.

- Review project plans and specifications and define proposal requirements.
- Attend pre-proposal and jobsite visits to determine requirements for projects.
- Prepare solicitation of subcontractors and suppliers for bid proposals.
- Prepare detailed quantity takeoffs.
- Receive and review subcontractor and supplier proposals.
- Prepare detailed estimates, review with team, and then revise as required.
- Use software tools as required to aid in preparation of estimates and budgets.
- Continually seek to learn about building systems, materials, and methods.
- Work closely with project team to ensure accurate estimates and assumptions meet project requirements.

**Skills and Qualifications:**

Following are necessary skills and qualifications for this position:

- Understands project plans and specifications for commercial construction.
- Understands the various components and processes that are required in the construction of a building.
- General understanding of the relevant building codes and how to use them to determine appropriate requirements for each building project.
- Demonstrates ability to use and learn software platforms typical for commercial construction companies.
- Demonstrates a willingness and capacity to continually learn about building systems, materials, pricing, and processes.
- Demonstrates a positive attitude and professionalism.

**Core Requirements:**

- Must possess integrity, motivation, leadership skills and the drive to learn.
- Background in Architecture and/or Commercial Building Construction.
- Knowledgeable in construction and estimating software as well as Windows applications.
- Proficiency in Microsoft Office suite of products including Excel.
- Experience in Bluebeam Revu, AutoCAD, Revit, On-Screen Takeoff, Asta Powerproject and/or Agtek all preferred.
- Demonstrated experience in roles of increasing responsibility in commercial construction industry as a general contractor.
- Position requires a clean driving record and valid driver's license.

*Position requires an acceptable background check and drug screening per company standards.*

This is not intended to be a comprehensive listing of all duties and/or responsibilities.

**Compensation for This Position:**

The salary range for this position is between \$70,000 and \$100,000 per year depending on the candidate's capabilities and experience. In addition, the current standard company benefits including paid time off accrual, health, FSA (Flexible Spending Account), dental, vision & life insurance eligibility will be offered per company policy for employees, which is the first of the month following 60 days of employment. Eligibility for company 401(k) plan will take place per company policy and fulfillment of a 90 day wait period. Employer pays 95% for the employee's health and dental premium and 50% for the dependents' premium.

Interested candidates should forward their resume and cover letter to [HR@ColarelliConstruction.com](mailto:HR@ColarelliConstruction.com)  
Company Website: [www.ColarelliConstruction.com](http://www.ColarelliConstruction.com)