

Assistant Project Manager/Estimator

Job details

Full-time

\$24-\$34/hr (depending on experience)

Health Insurance, 401K, Dental/Vision/Accidental/Vacation/Sick Pay

Total Concrete Services in Longmont, CO, is looking for an Assistant Project Manager/Estimator to join our team. We specialize in Residential, Commercial, and Industrial concrete jobs. Position overview as follows:

Full Job Description

- Estimator/Project Manager for one of the premier cast-in-place concrete contractors in the Rocky Mountain region including the Denver Metro area and Northern Front Range
- Perform estimates for small to medium projects. Duties include site visits, on-screen take-offs, creating estimates and proposals, hand-off to the Operations Department.
- Perform project management and project coordination duties on small to medium projects. Duties include project set up, submittals, change orders, communicating with field personnel and the general contractor, project tracking, document control.

Qualifications

- Estimating and/or Project Management in Commercial Concrete Construction: 3 years (Preferred)
- Or recent graduate of a Construction Management program
- Bachelor's degree (Preferred)
- Detail oriented, good communicator, organized
- Proficient in reading plans and specifications
- Proficient in MS Outlook and MS Excel. Willing to learn our take-off, estimating and project management programs.

Location

- One location
- Remote work – No

Apply online at:

<https://www.indeed.com/jobs?q=total+concrete+services&l=Mead%2C+CO&from=searchOnHP&vjk=67782cddb4c936d9&advn=8576494898148902>

Interested candidates should forward a resume and cover letter to: payroll@tcs-co.com