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We are looking to fill an immediate position for a Masonry Estimator. JD Masonry provides full masonry services for homeowners, contractors, property managers, development companies and architects in the Greater Metro Denver area as well as Eagle and Summit county areas.

**Responsibilities** include but are not limited to defining and quantifying the masonry scope of work; preparing comprehensive conceptual, budgetary and construction cost estimates by calculating various statistical data such as quantity take-offs, using material price lists along with labor and equipment costs, and applying to complete the scope of work. Additional responsibilities include bid list maintenance and opportunity assessment, ordering job material and coordination of deliveries as well as interacting with vendors, suppliers and clients.

**Skills:**

- Able to read blueprints/plans, do take-off's and bid an entire masonry project. Maintain extensive knowledge of all drawings, plan documents, addendums, A.S.I.'s, and subcontractor bids throughout the duration of a project. Bluebeam or estimating software experience is a plus.
- Maintain consistent and professional correspondence, both verbally and by way of email/fax, with all client representatives, designers, subcontractors, vendors, co-workers, etc.
- Able to review data to determine material and labor requirements as well as prepare itemized lists and/or proposals to bid.
- Compute cost factors and prepare estimates used for management purposes such as planning,
- organizing, and scheduling work; preparing bids; selecting vendors or subcontractors; and determining cost effectiveness.
- Consult with clients, vendors, or other individuals to discuss and formulate estimates and resolve
- issues.
- Work with GC representatives to ensure any project concerns are being addressed.
- Computer skills (Word/Excel) - able to use Microsoft Office is required.
- Technical writing.
- Excellent Math skills/problem solving.
- Self-starter and able to work independently.
- Must be organized and detail driven as well as able to manage your own time schedule. Follow through and meeting deadlines is vital.
- 2-4 years experience preferred. References required.
- Starting salary is dependent on experience and skills. JD Masonry offers paid time off and bonuses.
- Remote work and work hours flexibility are available.

Please submit your resume and contact information to [nancy@jdmasonryllc.com](mailto:nancy@jdmasonryllc.com). We are looking to hire immediately.

**Contact Information:**

Nancy Garceau (Office Manager)  
Jason DeKowzan (President)

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