



**in Kamloops, BC,
has an opening for an
ESTIMATOR/PROJECT COORDINATOR**

Ideal candidate should be experienced cost estimator with 3+ years of project management and hands on supervisory experience. A diploma in architectural technology or construction management is an asset.

Key responsibilities for this position are to:

- Prepare detailed estimates. Recruit/screen and supervise subcontractors and suppliers.
- Coordinate all aspects of awarded projects - scheduling, internal resource allocation, customer liaison, change orders processing from Permit to Occupancy.
- Read and interpret multi-discipline construction design drawings and specifications.
- Maintain documentation/issue project correspondence; understand contract documents.
- Accommodate a demanding schedule and exceptional attention to detail.
- Review and evaluate subcontractor work to ensure quality meets expectations and specifications.
- Recruit/screen new subtrades and suppliers. Maintain a network of supplier and subtrade sources.
- Multi task and oversee multiple projects simultaneously.
- Bring projects in on time and on budget and maintain high standards of quality control.
- Supervise/direct/inspect the work of subtrades and suppliers, and maintain high safety standards.
- Experience in sustainable design/LEED construction methods is an asset.

The individual must work with minimum supervision, and be a self starter, honest, well organized, dependable and comfortable dealing with internal and external project stakeholders. The successful candidate will be innovative, dedicated and highly motivated. The position will be attractive to those with a track record of doing whatever it takes to bring jobs in on time, on budget, which meet or exceed quality standards.

Kamloops, a vibrant and growing city, is a great area to work, live and raise a family. Short commutes and reasonable housing coupled with great scenery and world class recreation make Kamloops a great place to call home.

We offer a competitive salary structure and attractive bonus program to reward exceptional performance, and a comprehensive benefit package.

Please forward your resume to **gveale@plainsman.ca** or fax to: **250-372-8445**.