



# Career Opportunity

Pembina Co-op is accepting applications for a **Project Estimator** at our Home & Building Centre located in Souris, MB.

**Who we are:** Co-op is a different kind of business. As a co-operative, we believe in working together to serve Western Canadians, delivering profits back to our communities and investing in sustainable growth. With over 175 Team Members, Pembina Co-op serves 15 communities including Souris, Minto, Glenboro, Baldur, Cypress River, Mariapolis, Manitou, Pilot Mound, Crystal City, St. Leon, St. Claude, Homewood, Notre Dame, Oakbank and Swan Lake. Our locations include Gas Bar, Cardlock, Food Stores, Home Centres, Bulk Petroleum and Agro sites. To learn more about who we are and how you can help bring our brand to life, visit us at [www.pembinaco-op.crs](http://www.pembinaco-op.crs).

## **What you'll do:**

Reporting to the Building Materials Manager, the Project Estimator is responsible for providing estimates, consultation, and advice to Customers for building projects by interpreting client input, documentation, specifications, and design drawings to determine the costing and selling price associated to the building materials and manufactured components of the project. Execute tasks which align with the values, vision, mission, and brand of Pembina Co-op.

## **Pembina Co-op Vision & Values:**

Our vision is *"To positively impact our communities"* and we are guided by these four values:

- **People** – Respect for others in every action and decision.
- **Integrity** – Doing the right thing, even when no one is watching.
- **Excellence** – Striving to do what is best, not just what is easy.
- **Responsibility** – Owning our actions and their impact.

## **Key Job Responsibilities include:**

- Responsible for building strong customer relationships with, and delivering solutions to; contractors, material vendors, trades, local home builder/contractor association(s), and staying abreast of industry trends
- Responsible for actively making on-site visits to meet customer needs/expectations. Provide information, assistance, and exceptional customer service
- Work collaboratively with the Home & Building Centre team to meet or exceed Pembina Co-op Brand standards
- Read and interpret construction plans, blueprints, or computer aided drawings and provide estimates, outlining the overall building material requirements



- Support tendering processes; providing quantities, costing, and information associated to the overall building project
- Maintain safe and efficient operations while adhering to policies, procedures, and standards

**Who you are:**

- You have a minimum of 5 years of related experience; preference will be given to candidates directly involved in building homes
- Construction experience is an asset
- You have the ability to identify issues and problem solve
- You have excellent interpersonal skills and extensive customer service experience
- You have proven effective communication skills, both verbal and written
- You have the ability to work independently as well as part of a Team

**Why work with us:**

- **Work-Life Balance:** Paid sick and vacation time
- **Financial Perks:** A competitive Compensation and Benefit Package: Our Team Members receive competitive wages, a comprehensive benefits package which includes Group Life Insurance, Short- & Long-Term Disability, Extended Health and Dental and an employer-contributed pension plan, matched at 6% of salary.
- **Growth Opportunities:** We encourage our team members to take advantage of learning opportunities, to grow and develop and to foster a culture of teamwork and innovation.
- **Inclusive Work Environment:** At Co-op, we embrace diversity and inclusion, and we're working to create a workplace that is as diverse as the communities we serve. We support and provide an environment that allows all to bring their whole selves to work.

*At Pembina Co-op, we strive to be an employer of choice by creating a culture our Team Members want to be a part of and supporting a healthy work-life balance.*

**To APPLY, please send your resume with a cover letter to [hr@pembinacoop.ca](mailto:hr@pembinacoop.ca) no later than March 6, 2026.**

**We thank all candidates for their interest; however, only those selected to continue in the recruitment process will be contacted**