



Title: Junior Siding and Roofing Estimator

Location: 5651 70 St NW, Edmonton.

What We Offer

- Competitive compensation and benefits package including RRSP matching.
- The opportunity to contribute to a growing organization with a strong reputation for excellence.
- A professional and collaborative work environment.

Job Overview

We are seeking a full-time **Junior Siding and Roofing Estimator**. In this role you will provide accurate and detailed cost estimates, ensuring that projects are completed on time and within budget.

Your day-to-day responsibilities will include:

- Analyzing blueprints, specifications, and other project materials to identify potential cost savings.
- Preparing materials, labour and equipment cost estimations necessary to successfully carry out a siding and/or roofing project according to proposals, plans, estimates, and specifications.
- Providing cost estimates to clients, contractors, and other stakeholders for review and approval.
- Collaborating with Project Managers and other team members to ensure that cost estimates are accurate and comprehensive.
- Preparing and maintaining a list of suppliers, contractors and subcontractors.
- Reviewing proposal specifications and drawings to determine scope and required contents of the estimate.
- Supporting other department personnel as required which may include preparing estimates for other disciplines.
- Ensuring that all estimates are compliant with company standards, client requirements, and industry standards.

As our ideal candidate, you are...

- A strong communicator; you clearly express your thoughts in conversation as well as write and present in a persuasive and influencing manner.
- A creative thinker; you identify new ideas, techniques and opportunities to improve performance and productivity.
- A leader; you develop and improve the skills of others through effective coaching and guidance.
- A creative problem solver; you think outside the box for solutions without fear of failure.

Essential Requirements

- Certificate/Diploma in Construction Estimating and Administrative Controls or equivalent experience.
- Related experience in roofing and siding estimation is an asset.
- Knowledge of siding and roofing installation processes and techniques
- Ability to read and interpret blueprints, technical drawings and construction documents.
- Able to measure sloped roofing and materials take-off.
- Proficient in Microsoft Office programs (Outlook, Word, Excel, Teams, SharePoint and PowerPoint) and estimating software.
- Detail-oriented with strong organizational skills.
- Excellent mathematical, analytical, and communication skills.
- Extreme accuracy with data entry and tight deadlines.
- Valid driver's licence and access to a reliable vehicle.
- Satisfactory verification of criminal record check.

Working Conditions

Primarily works in an office setting during regular business hours with travel to site required on a frequent basis. Overtime may occasionally be required.

About Us

Empire Envelope, an established business unit of Qualico, is committed to satisfying customers throughout Alberta as they have been doing already for over 50 years. With operations in Edmonton and Calgary, we service all residential and commercial needs.

Our team is dedicated to being an industry leader and to building long-lasting relationships with customers and their people. We seek to deliver exceptional service, on time and of the highest quality to all our customers. To learn more, click [here](#).

Qualico welcomes applications from people with disabilities. Accommodations are available upon request during the assessment and selection process.

Candidates being considered will be contacted. We thank you for your interest. Join our [Talent Community](#) to stay up to date on job opportunities and to find out why we have the best reason to come to work every day.

Closing date: May 5, 2026

[Apply here](#)