

## **Construction Estimator**

Matix Lumber Inc. is a family and locally owned and operated professional building supply centre that provides for all of your building needs. We are a building supply and project centre providing project providing contractors and do-it yourself builders with the tools, materials, design, and construction services to support projects of any scale.

Matix Lumber services all sectors of the building industry and offer a comprehensive selection of quality lumber and building materials manufactured by North America's leading producers. We provide contractors, avid builders DIYers, and community leaders the tools, construction service, and design expertise to support residential and commercial projects – from start to finish.

We believe in building collaborative, mutually beneficial relationships with everyone we work with and have been able to achieve this through our industry experience, sound project execution, and visionary thinking.

The Construction Estimator must have extensive knowledge of the building industry. The selected candidate is a sales professional who has extensive knowledge of the building industry assisting in providing a high-level customer service to our clients.

### **The Construction Estimator will be responsible for:**

- Completing accurate cost estimates and collecting quotes from contractors for residential and commercial construction.
- Develop multiple alternate project plans and schedules.
- Prepare budgets from preconstruction design information.
- Collecting all pertinent documents, including property plans, technical drawings, and project specifications.
- Determine project scope and contribute to preconstruction meetings to determine bid strategies.
- Completing all labour, material, scheduling, and other necessary items associated with estimating for the entire project.
- Tracking priorities for the estimating department across all internal departments.
- Working with project teams to meet all deadlines.
- Creating material quotes in BisTrack according to standard operating procedures.
- Other duties/tasks as assigned.

### **The Construction Estimator will have:**

- 3-5 years experience as a construction estimator.
- Relevant post-secondary education in a construction-related discipline is considered an asset.
- Knowledge of the building envelope for both residential and commercial construction.
- Ability to read, understand and interpret drawings and specifications.
- Attention to detail as well as related math, technical and calculating skills.



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- Exceptional quantitative skills.
- Detail-oriented, dependable, conscientious, and well-spoken.
- Experience with BisTrack is considered an asset.

Our employees enjoy a full range of health benefits and other Company perks including benefits, store discount, tuition reimbursement, and much more.

Matix Lumber is an equal opportunity employer and is committed to fostering a diverse workforce that is equitable and inclusive for all. Matix Lumber provides equal employment opportunity to all employees and applicants without regard to an individual's protected status under the Human Rights Code including but not limited to: race/ethnicity, persons with disabilities, members of visible minorities, religion, creed, sex or gender, sexual orientation, gender identity or expression, family or marital status, pregnancy/childbirth or related conditions, national origin, military or veteran status, or any other protected status. Accommodation is available upon request throughout all aspects of the selection process. Candidates requiring accommodations may contact [hrcareers@matixlumber.com](mailto:hrcareers@matixlumber.com).

We thank all candidates for their interest, only those selected for an interview will be contacted.