



## EMPLOYMENT OPPORTUNITY

### Project Estimator

#### Job Summary

Z'gamok Construction LP is currently recruiting for a **Project Estimator**. We are seeking a highly motivated individual with a positive attitude and determination to seek continuous improvement! The successful candidate will be a self-starter and work toward being a part of the management team. The Project Estimator will be responsible for a wide variety of duties such as calculating costs and preparing estimates for construction/mining projects.

#### Duties and Responsibilities

- Strong communication skills – oral and written.
- Ability to work accurately, effectively under pressure.
- Adaptable to flexible work schedule when required to meet deadlines.
- Ability to work with others as a team.
- Valid driver's license and ability to travel as required.
- Visiting job sites for estimating purposes and reviews of estimates on actual jobs
- Review prints and project specifications for estimating purposes
- Understanding of mechanical drawings for estimating and pricing
- Assemble detailed and accurate quality take-offs, cost estimates and bill of materials
- Preparation of tender document including basic contract language
- Develop project material budgeting by gathering costs for the various items needed to complete the project
- Obtaining equipment and sub-contractor pricing
- Working with vendor and subcontractors to obtain quotes
- Liaison with industry suppliers to maintain current price database
- Estimate productivities, equipment, and manpower requirements
- Estimate capital and operating costs, from first principles or vendor quotes
- Prepare and facilitate management bid reviews
- Assist ongoing projects with the evaluation of cost and schedule impact to scopes of work

#### Qualifications

- Post-Secondary degree or Technical Diploma in Mining, or Civil Engineering
- Advanced computer skills in Excel, Word, PowerPoint, CAD
- 3+ years of experience in estimating
- 5+ years of experience in the mining/construction industry
- Excellent organization skills
- High attention to detail
- Effective communication and negotiation skills
- Ability to read and interpret technical specifications and mechanical drawings
- Able to apply professional engineering principles and methods as required

Interested applicants **MUST** submit a cover letter, resume, photocopies of all certificates/diploma and three references (preferably from a direct supervisor/manager):

Attn: ZCLP Board of Directors  
Z'gamok Construction LP, P.O. Box 850, Massey, Ontario, P0P 1P0

Email: [jfournier@zclp.ca](mailto:jfournier@zclp.ca)

**Deadline for applications is: Friday January 28, 2022**

Late or incomplete applications will not be considered. We appreciate your interest. Preference is given to Indigenous People.  
Full job description available upon request.