



Position: Project Estimator (Full Time, On-Site)

Job Summary: Provides timely cost and sale proposals (PlanSwift) and other related data for new projects, product development, and financial planning. Works well with internal groups and supports sales with meeting potentially short and multiple deadlines. The Estimator provides a competitive price output in PDF/Excel/PlanSwift that minimizes any change orders and implements new material and labor assemblies.

Requirements & Responsibilities

- Knowledge of commercial construction projects including retail, industrial, office, food/beverage and hospitality projects. General building knowledge and practice.
- Ability to perform quantity estimates- upwards of \$2MM project total.
- Basic plan takeoff skills, ability to measure and convert units.
- Ability to lead lump sum bid efforts.
- Reconciliation efforts or change order estimation with the finance and PM teams.
- Ability to handle multiple projects and deadlines.
- Sales support- direct communication with the Sales Department and potentially the Client.
- Develop build estimates based on a range of information, from SOW and sketches to schematic drawings.
- Find and implement innovative ways to save build costs (i.e. bulk purchasing).
- Find and correct new and existing errors in estimating templates and algorithms.
- Work with Design and Engineering on assembly and standard part pricing to develop an assembly library.
- Reconciliation with Scheduling and Manufacturing to compare time cards and actuals vs. labor estimates.
- Exceptional attention to detail.
- Problem solver- ability to understand how to mitigate risk daily.
- Flexibility with timelines, ability to change course quickly.
- Proficient in Microsoft Office applications and PC hardware.
- Proficient in PlanSwift estimating software.
- Experience in HubSpot.
- Ability to create schedule of values.
- Ability to schedule projects and provide accurate timelines
- 1-3 years of experience in a related field.
- Bachelor's degree in Construction Management, Civil Engineering, Industrial Design etc.
- Uphold and exemplify Boxman Studios' Core Values (provided below).

Core Values

- Passionate, Dedicated, Hungry for Knowledge
 - The job isn't finished until the job is finished.
 - Working outside of our set job descriptions and expectations.
 - Constant search for new methods/materials.
- Problem Solving via Innovation and Imagination
 - Listen first.

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boxmanstudios.com

Just add people.



- Open Collaboration.
- Raising the bar on every project.
- Driven to do the Impossible
 - Outside the box thinking.
 - Believing we can solve any problem.
 - "No" isn't part of our lexicon.
- Family, Fun, Respect
 - Honesty and integrity in our people and through our actions.
 - Commitment to teamwork.
 - Delivering results so we all benefit.

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