

LACROIX

LACROIX CONSTRUCTION CO. (2014) LTD.

**861 LAPOINTE STREET
SUDBURY- ON - P3A 5N8
705-566-1294**

**450 MARTEL ROAD
CHAPLEAU - ON - P0M 1K0
705 255 3443**

Estimator / Project Manager

Fulltime -Year-Round

COMPANY: Lacroix Construction

JOB LOCATION: Sudbury, Ont.

Lacroix Construction is a well-established company in the Sudbury Area with over 50 years of experience. We are currently seeking a qualified Estimator / Project Manager.

Our established construction firm is growing its clientele, and we have an excellent opportunity for an experienced Estimator / Project Manager to join our team of professionals. The ideal candidate will have previous experience in civil construction project management, be organized, motivated, detail-oriented and driven. We are offering a competitive salary commensurate with experience, along with an outstanding benefits package.

Job Requirements:

Applicants **must meet** the following criteria:

- Excellent literacy skills
- Experienced in use of Business/Computer applications: word, excel, and outlook.
- Attention to detail and the ability to spot errors and inconsistencies
- Proven management and leadership skills
- Exceptional communication skills (oral and written)
- Heavy civil Experience
- Estimating experience
- Procurement experience (Avetta, Cognibox, Compass, ISNetworld)
- Ability to work independently with minimal supervision
- Must be a team player, Outgoing, Personable
- 3 or more years' experience in an estimating role

Roles and Responsibilities include:

- Prepare estimates and purchase orders in detail for all construction projects
- Understand scope of work to bid
- Manage bid pricing from all vendors
- Review and evaluate cost estimates
- Ensure timely completion of estimates

- Prepare cost analysis
- Prepare tender documents for tender bidding/prep contract documents
- Review plans, specifications and contracts to ensure the correct equipment, material and subcontractor services are ordered and/or purchased
- Manage paperwork/record keeping of all documents related to contracts
- Establish delivery schedules, monitor progress, and contact clients and suppliers to resolve problems
- Establish and maintain working relationships with vendors and subcontractors
- Communicate with trade partners and team members regarding new and current projects
- Analyze potential risks that contract changes may pose to the organization
- Must be willing to spend some time in the field conducting examinations and inspections
- Ability to meet deadlines

Additional Assets would include:

- Health and Safety/WSIB Knowledge
- Construction Equipment Knowledge
- Understanding of AutoCad, Bluebeam Revu, and Office Suite
- AutoCAD experience
- MTO or GSSD knowledge

Education:

- Degree
- CET Minimum
- EIT is considered desirable.

Benefits: - Access to benefits package after 3 months.

Please forward all resumes to denis@lacroixconstruction.com or call (705) 919-6189.

We thank all applicants for their interest, and all will be given consideration for the position, but only those that are selected for interviews will be contacted.