

De Haro Ramirez Group Texas (DHRGTX) is a rapidly growing General Contractor located in Central Texas. DHRGTX is seeking a Commercial Estimator with Multifamily/Residential, Design-Build experience a plus. Minimum of 3-5 years estimating Commercial, Retail, and Tennant Improvements (TI).

An ideal candidate will be able to perform quantity take-off estimates, organize, prepare bids and proposals for new commercial construction, remodels and tenant improvements. The candidate should possess strong communication and organizational skills. Candidate will be highly motivated, willing to learn and interested in the potential to grow within the company.

### **Job Description:**

- Analyze drawings, bid specifications, and scopes of work to prepare estimates (time, material, equipment and labor).
- Identify scopes of work, qualified subcontractors and/or material suppliers.
- Review subcontractor quotes for accuracy and completeness compared to the plans and specifications.
- Effectively communicate and work with bid-coordinator.
- Be willing to make cold-calls to obtain the best qualified bids from vendors and subcontractors.
- Prepare accurate proposals to submit to owners/client representatives within specified due dates.
- Oversee project pricing, subcontractor coordination, skill evaluation, bid preparation, and submittal of bids for multiple projects simultaneously.
- Obtain bids from subcontractors and vendors and negotiate pricing.
- Consult and communicate with clients, vendors, subcontractors, and management regarding all aspects of bid and/or project details, clarifications, and changes.
- Work with Operations team to prepare for execution of awarded projects.
- Travel to site visits, attend pre-bid meetings, client meetings, and installation projects as needed between Austin and San Antonio.
- Familiar with Hard Bid Estimating.
- Attention to detail. Everything from the estimates, units costs, bid scope sheets and proposals must be accurate.
- Develop and manage relationship/communication with clients, designers, engineers and subcontractors.

### **Qualifications, Education, Experience:**

- **3+ years as a Construction Estimator** within the construction field, with a focus on commercial building projects with proven track record.
- High school diploma or equivalent.
- Must have a reliable vehicle, valid driver's license and be willing to drive to attend pre-bid meetings, site review visits, and jobsites.
- Ability to apply common sense understanding to carry out instructions in writing or oral form.
- Proficient with technologies and applications used in business and on construction sites, including Cell Phone Apps, Microsoft Word, Excel, Outlook, and Project software, Bluebeam a plus.
- Strong oral communication and written skills.
- Ability to successfully manage bidding on multiple projects simultaneously, multitask, work under pressure, and meet deadlines.
- Collaboration with the Project Manager & Superintendent to develop, refine, and update project schedules to ensure all milestones are identified and tracked.
- Knowledge of building codes, risk management, and safety standards
- Experience in construction estimating, construction management, and/or contract administration is preferred. A degree in Construction Management is an advantage, but not required.
- This job description in no way implies that these are the only duties to be performed. An estimator will be required to follow any other job-related duties required by the management.

**Job Offer:**

- Competitive salary based on experience.
- Bonus Structure based on performance.
- Insurance Benefits: Health, Dental, Vision.
- Allowances: Phone, Mileage.
- PTO – 2 weeks per year. Accrual begins on first day of employment.
- 401K available after 6 months of employment.

Please submit cover letters, resumes, list of successful awarded project estimated to [lisah@dhr-gc.com](mailto:lisah@dhr-gc.com) along with references and salary requirements.

*About De Haro Ramirez Group Texas ([www.dhr-gc.com](http://www.dhr-gc.com)) was established in 2021 and is a rapidly growing General Contractor located in Central Texas. DHRGTX offers end-to-end solutions for commercial building owners, real estate developers, land developers, and property investors. DHRGTX does it all including: Pre-construction Planning, Design/Build, Development, Construction Management, Project Management/Estimating and Renovations for both Residential and Commercial projects.*

*De Haro Ramirez Group Texas (DHRGTX) does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, veteran status, marital status, or based on an individual's status in any group or class protected by applicable federal, state or local law. DHRGTX encourages applications from minorities, women, the disabled, protected veterans and all other qualified applicants.*