



Ballard Marine Construction 727 S. 27th St. Washougal, WA 98671 866.782.6750

Position: Chief Estimator

Date: January 2014

Job Description

Ballard Marine Construction (BMC) is a leading underwater and marine contractor based out of Washougal, WA with regional offices in Alaska, California, Illinois and Wisconsin. Our intent is continued growth of this world class company.

Our experience enables us to adapt quickly to unique problems and resolve potentially costly situations. In addition, we have the proven ability to customize systems and management teams for individual projects in a variety of industries.

Employees are an integral asset to ensuring our success and as such our staff is required to meet the highest expectations. We take pride in our renowned safety standards and require BMC employees to utilize safe work practices at all times. We count on our employees to perform in fast paced environments while still satisfying customer needs and maintaining effective working relationships. Additionally, we expect our workers have the ability to effectively function under pressure in order to achieve required deadlines. Our staff should be capable of working independently, however BMC is fundamentally concerned with team work and the invaluable part it plays in this industry. We have a commitment to our employees and, in turn, expect our employees to contribute to the success of BMC.

BMC currently has a requirement for a Chief Estimator who will provide leadership and direction in estimating, oversee bid preparation, negotiate contracts with clients and work closely with design teams. The candidate will also work closely with owners, engineers and general contractors to provide value engineering solutions across heavy civil, marine and underwater disciplines. As Chief Estimator you will provide guidance and training to other estimating personnel in the company's estimating systems and procedures.

Requirements for the position include a professional who has a minimum of 15 years' experience within the marine construction sector and relevant expertise in private, government and industrial sectors. The ability to manage all types of contracts from hard bid, negotiated, conceptual design bid and cost plus delivery.

This position will be based at our corporate Washougal WA Office but is responsible for estimating projects for the Company as a whole.

Responsibilities include but are not limited to:

- Performs, monitors and supervises project estimates and bid information to ensure accuracy and timely submission.
- Manages and leads a team of estimators to provide turnkey cost estimates, including the mentoring of new estimators.
- Performs material take-offs, organizes data, researches past costs and develops construction sequence.
- Coordinates and cultivates strong business relationships with industry suppliers and sub-contractors.
- Coordinates and cultivates strong business relationships with internal and external joint venture partners.
- Performs site visits and investigations as needed.
- Produces pre-bid construction schedules.
- Conducts constructability studies.
- Understands BMC's Standard Account Code system and effectively utilize in estimates.
- Presents estimate quantities, rationale, and scheme to management.
- Organizes and conducts handoff of project to operations if project awarded.

Requirements:

- Engineering (Civil, Structural) or Construction Management undergraduate degree or at least 15 years of heavy civil/marine construction experience with at least five (5) years of estimating experience.
- Experience in estimating projects with values between \$3m-6m, but experience in tenders up to \$20m is required as BMC is regularly involved in tenders between \$15m-20m.
- Solid proven and verifiable record of career stability and estimating success is a must.
- General knowledge of software based estimating and scheduling programs is required.
- Excellent communication skills in verbal, written, telephone, email and presentations.
- Excellent organizational and time management skills.
- Must be flexible to travel.
- Must have excellent organizational and time management skills.
- Must be able to write reports, business correspondence, presentations and proposals.
- Working knowledge of standard marine construction practices.
- Strong computer skills including experience with Microsoft Office Suite, CAD, etc.
- Ability to work in a fast paced environment while satisfying customer needs and maintaining effective working relationships.
- Ability to work independently.
- Ability to work under pressure and achieve required deadlines.
- Ability to proactively identify issues and offer solutions.

NOTE: The above description covers the principal duties and responsibilities of the job. This job description shall not, however, be construed as a complete listing of miscellaneous, incidental, or similar duties which may be required from day to day. BMC reserves the right to use employees in other job disciplines or functions other than the discipline hired as deemed necessary by the Company.

Job Type: Salaried Exempt, Net salary: To be negotiated, BOE