

# Project Estimator Position



**Rickabaugh Pentecost Development (RPD)** is a significant player in the private residential development market in the South Puget Sound region. We have also established a promising presence in the Tri-Cities area. We are a relatively small but growing heavy civil contractor looking to expand our office support capacity at both our main office in Puyallup, WA and our Tri-Cities office in Pasco, WA.

If you have an interest in heavy civil construction, specifically earthwork and underground utilities, business, finances, engineering, math, and most importantly – *people*, then this could be a perfect opportunity for you.

Ideal candidates will have either *some experience* or will be upcoming or recent graduates with a two or four year degree in a construction, engineering, or finance related field, who are eager to learn, highly reliable, self-motivated, and willing to work hard in an office environment with other high-capacity, like-minded individuals.

**The culture of RPD is unique.** We are a team of highly capable, hard working people who understand and appreciate the value of the people we employ. Our highest priority is to provide opportunities for our employees to learn, grow and become more valuable. It is imperative that candidates are a great fit for our unique culture of *investing in people*, which is driven by our core values:

- Leading by Serving
- Building Strong Family & Community
- Teaching, Mentoring & Training
- Great Attitudes - Great Teams
- Quality Through Excellence

## Role of Project Estimator at RPD

It is not just a job, but is a great career, full of purpose and challenge. Estimating is the start of the project lifecycle at RPD. Our estimating team reviews and processes hundreds of millions of dollars' worth of civil construction work annually. The team is responsible for maintaining client relationships, procuring the work that keeps the entire company going, and for facilitating growth which provides opportunities for everyone. RPD is a growing company with 100+ employees, so there is a lot of responsibility on the estimating team to keep the work coming.

*Estimating requires a unique personality and skillset.* It is a deadline-driven endeavor that is like trying to solve a puzzle for which you don't always have all the pieces. So, . Counting and crunching numbers is the easy part – an estimator spends most of their time in the office, either studying plans or staring at a computer screen. Understanding the work that we do is most important because you must build the project in your mind while arriving at the cost to do it. We have a proven process that provides reliable results.

Quality subcontractor and material vendor relationships must be built and maintained. The job requires immense focus, diligence, and stamina, in conjunction with great organization and communication skills.

*Project Estimators* support the estimating team in various capacities while learning the nature of our culture, our projects, our approach and our systems. Responsibilities will increase over time

as the applicant gains applicable knowledge and experience. We are eager to train the right candidate to learn our business and/or our methods and to participate in the process of procuring heavy civil construction work.

Specific estimating responsibilities include:

- Learning to review and understand project plans and specifications.
- Learning residential civil construction methodologies and strategies.
- Learning estimating basics.
- Performing quantity and material take-offs.
- Compiling project estimating data.
- Learning to produce project estimates, budgets, variances and cashflow analyses.

### **Candidate Qualifications**

- Experience in the industry *or* the completion or expected completion of a two or four year degree in the field of construction, engineering, or finance.
- Proficient with technology and software, including MS Office Suite of tools. Exposure to scheduling and/or estimating software beneficial.
- Demonstration of mathematical proficiency.
- Able to gather information to solve problems.
- Good personal/inter-personal/communication skills.
- Organized and thorough; detail-oriented.
- Great work ethic, flexible mindset.
- Dependable/reliable and self-motivated, eager to learn.
- Good attitude, even-tempered.

### **Compensation & Benefits**

- Competitive salary.
- New employees are entitled to full medical, dental and vision insurance coverage (100% of premiums paid by RPD) on the first day of the month following a 60-day eligibility period.
- Spouses and children are entitled to full medical, dental and vision insurance coverage on the first day of the month following a 12-month eligibility period.
- RPD offers a 401K Plan for each employee with eligibility beginning after 12-months of consecutive employment with RPD. The company offers 100% contribution matching up to 8% of the employee's gross earnings.
- State-mandated sick leave/pay and paid vacation.
- RPD offers a tuition reimbursement program.
- Annual employee performance and valuation reviews.

### **Employment Considerations**

- We are looking for full-time candidates, but would consider candidates interested in a paid internship capacity.
- Candidates interested in our Tri-Cities division will be required to train from our Puyallup office for 6 mos. to 1 year, depending on the situation.