

**Procon Constructors Inc.**, founded in 1995, has become a leading organization in the multi-trade contracting industry, providing professional Electrical, Mechanical, SCADA, Instrumentation installation and maintenance service to the Industrial, Commercial and Institutional (ICI) sectors.

At **Procon**, we pride ourselves in employing outstanding individuals who provide professional, efficient, innovative, and exemplary service to our customers. While our skilled teams remain focused on strategic planning and the precise execution of each project, our 25 years of expertise, experience, project execution and delivery in the areas of estimating, project management and design build solutions has earned us the excellent reputation we enjoy in providing quality construction services and professional-grade results.

We are currently seeking to add the following individuals to our Mechanical Division team:

## ***Mechanical Estimators***

In this role, the Mechanical Estimator will be responsible for performing a variety of project related office and site duties from inception to close-out as listed below:

- Preparation of accurate estimates for probable costs of materials, labour and equipment for construction projects based on drawings, specifications and addenda.
- Preparation of project schedules from estimates, coordination of sub-trades, assist the site supervisor with contract changes, gather project documentation to close out the project.
- Liaise, consult and communicate with owners, engineers, architects, consultants, prime contractors, subcontractors and site supervisor.
- Site work includes attending project meetings and recording meeting minutes, reporting progress to the Division Manager.

### **Education:**

- An Mechanical Engineering Technology Diploma is considered an asset.

### **Qualifications:**

- Five years' experience in Mechanical ICI construction and/or estimating or the equivalent in experience and knowledge in an Mechanical discipline.
- Proficiency in Microsoft Office including Project, Word, Excel, Outlook.
- Experience with Accubid considered an asset.
- Ability to read and understand engineering documents.
- Demonstrated mathematical aptitude.

### **Personal Attributes:**

- Proven problem solving and decision making skills.
- Strong written and verbal communication skills.
- Exceptional attention to detail.
- Ability to plan, organize and delegate tasks.
- Self-starter and team player.

- Outstanding time management skills and the ability to work well under pressure and meet deadlines.
- Excellent multi-tasking skills.

**Why Procon?**

- Competitive salary
- Opportunities for advancement
- Company contribution to RRSP
- Extended health and dental benefits
- Paid vacation time

To apply for this position, please email your cover letter and resume to;

[careers@procon.ca](mailto:careers@procon.ca).

Please place job title “Mechanical Estimator” in the subject line.

*Procon Constructors Inc. welcomes and encourages applications from people with disabilities. Accommodations are available upon request for candidates taking part in all aspects of the selection process. We thank all applicants for their interest in this position, however only candidates selected for a screening interview will be contacted.*