

ESTIMATOR

DISTINGUISHING FEATURES OF THE CLASS: Under supervision, an incumbent prepares cost estimates for building and heavy construction projects planned or implemented by the County. The Estimator works closely with design and construction engineers to accurately determine the material and construction costs of projects. Supervision may be exercised over engineering technicians. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Prepares cost estimates of construction projects for budget, preliminary, final and change-order estimates in determining cost of projects;

Compiles lists of material, fixture and equipment requirements using plans and specifications;

Compiles estimates of quantities required;

Computes cost estimates for material, equipment and labor;

Evaluates change orders for quantity estimates and cost;

Reviews estimates prepared by consultants to insure accuracy;

Develops and maintains current files of unit prices of materials used in construction projects;

Develops, maintains and modifies computer estimation programs and files;

Consults with specialists to determine prices and materials relating to cost problems;

Assists in the analysis of special construction problems to determine the effect on construction costs.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles and practices of cost estimating as it relates to the construction industry; good knowledge of the relative cost of materials related to useful life; good computational skills; familiarity with computer programs related to cost estimating; ability to read and understand engineering documents and plans; ability to use a computer; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: High school or equivalency diploma and either: (a) eight years experience in construction estimating; or (b) an Associate's Degree* in Architecture or Engineering Technology and six years experience in construction estimating; (c) a Bachelor's Degree* in Architecture or Engineering and four years experience in construction estimating; or (d) a satisfactory equivalent combination of training and experience.

SUBSTITUTIONS: College education* may be substituted at the rate of 30 credit hours for one year of experience up to a maximum of four years; the major must be Architecture, Engineering or closely related field.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.