



reinvent the way you work™

Commercial Interior Construction Estimator/Project Manager

BSI (Building Service Inc.), Wisconsin's largest commercial interior contractor and rated one of Milwaukee's "Best Places to Work" by *Milwaukee Magazine* and a "Great Place to Work" by *The Milwaukee Business Journal*, has an opportunity for a talented and creative individual who wants to be part of a winning team.

We are currently looking for a Commercial Construction Estimator/PM to join our team!

The Position includes:

- Ability to read and analyze construction documents, scope of work and request for quotations.
- Perform line item take offs and prepare labor, material and subcontract cost estimates within CSI format using On Screen Takeoff and PC based estimating program.
- Consult with clients, vendors, suppliers, sub-contractors, and project managers to discuss and formulate estimates.
- Process work orders (order material and release subcontractor bids) and project buy out.
- Project Manage the completion of the construction work.
- Work closely with internal project team including superintendents, warehouse, field personal, design, architectural, sales and customer service.

The Qualified Candidate Must Have:

- 2+ years Technical College or University Education in Construction or Architectural Comprehensive knowledge of blueprint reading, or 5 plus years' experience doing a similar role.
- Knowledge of computer programs used in estimating and scheduling.
- Effective communication skills.
- Experience in conceptual estimating, hard bidding, and budgeting as well as pricing interior finishes is a plus.

We are a self-performing interior contractor firm including Carpentry, Drywall, Acoustical, Painting, Flooring, Demountable Walls, Window Treatments and Access Floors for commercial and healthcare projects in WI.

If this sounds like the position for you, then we look forward to hearing from you!

Qualified candidates shall submit a cover letter and resume to:

BSI
Attn: Erin Macejkovic
W222 N630 Cheaney Rd
Waukesha, WI 53186

Or email: emacejkovic@buildingservice.com

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