

Project Estimator

International Test & Balance, an Integra Testing Services Company, is seeking a self-motivated project estimator to join our growing team! Individual must be a creative, detail-oriented self-starter who enjoys working in a fast-paced, collaborative environment. This position includes full-time employment, complete with a highly competitive benefits package. **This position is located in Chicago, IL.**

Job Responsibilities

- Pursuing bid opportunities for a professional, independent HVAC testing, adjusting and balancing contractor.
- Reviewing contract drawings and specifications
- Performing detailed and accurate take-off and preparing bids for HVAC testing, adjusting and balancing projects.
- Writing statement of qualifications, SOQ, RFP for projects.
- Building relationships with customers and subcontractors.
- Visiting construction projects.
- Engaging in value engineering ideas / proposals.

Requirements

- 1 to 5 years of experience in construction estimating (HVAC and Sheetmetal estimating a plus).
- Proven working knowledge of Excel.
- Must be able to read blueprints / project plans & specifications.
- Excellent math skills.
- Excellent communication skills.
- Must have professional writing capabilities.
- Ability to work independently, under pressure, and utilize effective time management.

Education Requirements

- Mechanical Engineering or Construction Management Degree preferred.

Conditions of Employment

- Ability to successfully pass a criminal background check.
- Ability to successfully pass pre-employment drug screen.

Integra Testing Services is proud to be an equal opportunity employer M/F/V/D