

SENIOR ESTIMATOR (GENERAL CONSTRUCTION)

General Statement of Duties and Responsibilities

Under general supervision, performs difficult and exacting general construction estimating work. May supervise other estimating personnel; performs related work.

Examples of Typical Tasks

Plans, assigns and reviews the general construction estimating work of subordinates.

May represent agency head or other top level officer or employee in relations with other City agencies, contractors, consultants and the public.

Engages in or supervises the preparation of complex and important research and conducts studies and investigations related to the general construction estimating functions of a department or agency.

Prepares, or supervises, the preparation of cost estimates for the planning, construction, remodeling or repair of public works, structures or installations.

Supervises the conduct of quantity surveys and cost evaluations in connection with contract drawings, specifications or contract changes.

Reports on contract estimates prepared by private consultants, with recommendations for acceptance, rejection or modification.

Participates in the development of cost estimates for major construction projects in connection with the preparation of the capital budget.

Coordinates price library with current cost variations.

Qualification Requirements

1. A baccalaureate degree in civil engineering or architecture and four years of full-time paid experience in civil engineering, architecture, construction, two years of which shall have been full-time paid experience in general construction estimating.
2. High school graduation and eight years of full-time paid experience in architecture, civil engineering, construction or related work, two years of which shall have been full-time paid experience in general construction estimating.

SENIOR ESTIMATOR (GENERAL CONSTRUCTION) (Cont'd)

Qualification Requirements (Cont'd.)

3. A satisfactory combination of education and experience. However, all candidates must have at least two years full-time paid general construction estimating experience.

Direct Lines of Promotion

From: Estimator (General Construction) (20122)      To: None