



Project Engineer / Estimator

Title	Project Engineer / Estimator
Division	Operations
Office Location(s)	East Peoria, IL
Work Location(s)	Industrial sites in Mapleton, East Peoria, Peoria, Mossville IL
Reports To	Senior Project Manager
Direct Reports	NA
Last Updated	August 2023

Summary:

- This Project Engineer / Estimator position supports our industrial projects team and is predominately site based at our clients' industrial manufacturing facilities in Central IL. Primary duties include the following: Working with client representatives, internal operations staff and subcontractors to review pending projects; developing detailed cost estimates, construction schedules and work plans based on site-walks, written scopes of work (SOW) and design documents; preparation of project proposals; project set-up; preparation of subcontracts and purchase orders, submittal review and ordering of materials. This position works closely with internal Foremen and Superintendents, Subcontractors and clients, and is required to have a detailed understanding of cost estimating, industrial construction operations, safety & quality programs. The ability to recognize priorities, and execute multiple work tasks without supervision, in a fast-paced industrial environment are critical skills for this position, as are attention to detail, flexibility and excellent written and verbal communication skills.

Key Functions:

- **Project estimating & proposal writing:** Project engineers/estimators conduct initial reviews of pending construction projects and are required to quickly assess risks and develop accurate cost estimates and work schedules, to be reviewed with the operations team. They then prepare detailed written project proposal packages to be submitted to the client.
- **Project team:** Project engineers/estimators form a critical part of our industrial projects team. They work closely with client reps to ensure project details are fully understood before they're under contract, and then with field staff and subcontractors to ensure projects are set-up for success and properly handed-off. Successful project



engineers/estimators may advance to become project managers, where they assume leadership responsibilities for increasingly complex construction projects.

- **Relationships and partnerships:** Project engineers/estimators develop and foster strategic relationships with clients, design partners, subcontractors and vendors that align with RCC's market sectors, business plans and corporate values.
- **Field Project Focus:** Project engineers/estimators require a detailed understanding of industrial construction (sitework, foundations, structural systems, MEPFP and Process systems, logistics & rigging), safety & quality.

Qualifications:

- 3+ years' experience in the construction industry
 - Estimating and project management experience preferred
 - Skilled trades and/or industrial manufacturing experience is helpful
- 4-year degree preferred
 - Construction Management, Engineering, Architecture, or Similar Field.
- Strong organizational & time management skills, professionalism, reliability and the ability to work well with others. Sense of selflessness / humility / enterprise first mentality, emotional and social intelligence.
- Strong computer skills are essential.
 - Microsoft suite > Word, Excel, Project, Power Point, Teams
 - BlueBeam Revu/Studio
- Certifications/Licenses required = NA
 - OSHA 10 preferred
 - EIT, LEED, PMP, USACE CQM preferred
- Non remote position: This position is construction site office based. Occasional exposure to dirty and dusty conditions and extremes of weather is expected.

Benefits:

- Employer paid Medical Benefits
 - Elective benefits available also: Dental, Vision, FSA



- Company provided vehicle, laptop, and cell phone
- 401k with company match
- Vacation, Paid Holidays, and PTO
- Tuition Assistance Program
- Annual company performance bonuses

This job description in no way states or implies that these are the only duties to be performed by the associate(s) incumbent in this position. A review of this job description has excluded the marginal functions of the position that are incidental to the performance of the fundamental job duties. All duties and responsibilities are essential job functions and requirements and are subject to possible modification as necessitated by business demands. To perform this job successfully, the incumbent(s) will possess the knowledge, skills and abilities to perform each job duty proficiently. The requirements listed in the document are the minimum levels of knowledge, skills, or abilities.

This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

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Associated received: _____

Department manager: _____

Human resources: _____

Submitted on: _____