Osman Construction Corporation
70 West Seegers Road
Arlington Heights, IL 60005-3962

847.593.2700 Phone
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Company Description:
Osman Construction Corporation is a well-established General Contracting firm with a proven track record serving the Mid-West since 1946. The firm's office is located in the Northwest Suburbs of Chicago Il., Arlington Heights, IL.

*Job Title**: Estimator***
*Job Description**: Duties include***
The estimator is responsible for the preparation of construction estimates and proposals for Lump Sum and GMP Contracts, Design- Build and Conceptual Budgets

- ***Develop Invitation to Bid, Sub list solicitation***
- ***Develop Written Scope of Work Letters***
- ***Develop General Conditions***
- ***Prepare estimates and manage bidding for lump sum and negotiated contracts***
- ***Take-off and pricing for self-performed trades- carpentry and fixture installation***
- ***Analysis of Subcontractors proposals and determination of qualified bids***
- ***Participate in bidding strategies with management***
- ***Develop and maintain client and subcontractor relationships***

Work Experience & Qualifications:

- ***5 to 10 years of relevant construction estimating experience in the commercial construction industry***

Education / Experience:
BS Construction Management, Engineering or equivalent work experience.

- ***Ability to read and comprehend project specifications, drawings and contracts.***
- *Excellent interpersonal and communication skills.*
- *Able to effectively manage multiple projects simultaneously.*
- *Self-motivated*
- *Strong computer skills*

Excellent total compensation package which includes employer paid health insurance for employee and family, Pension plan/401k plan.
Osman Construction Corporation is an Equal Opportunity Employer. All of the applicants will receive consideration for employment without regard to status as a protected veteran or a qualified individual with a disability, or other protected status, such as race, religion, color, national origin, sex and age.

If you are interested in joining our firm and interested in a challenging and rewarding career, please e-mail your resume to: ads@osmanconstruction.com

All inquiries will be held in strict confidence.