



# Job Description for Construction Estimator

Job Title	Construction Estimator
Job Type	Full-Time, Permanent
Expected Hours	40 per week
Location	Calgary, AB
Schedule	Monday to Friday (day shift)
Wage	\$65,000 - \$75,000 per year

## Job Summary:

Turn Key Home & Renovations, a Calgary-based renovation company specializing in custom homes, multifamily builds, full home renovations, additions, kitchen and bathroom remodels, basement developments, and commercial projects, is seeking a construction estimator to join our team.

The successful candidate will be responsible for accurate project planning, pricing, cost estimation, and budget management. We are seeking an experienced, reliable professional with strong attention to detail and a comprehensive understanding of residential construction. This role requires the ability to read elevations and project plans, along with hands-on experience in both new builds and major renovations. A strong background in residential construction estimating and the ability to thrive in a fast-paced environment are essential. Excellent communication and customer service skills are required, as this role involves direct interaction with clients and upholding Turn Key's reputation for exceptional service.

## Key Responsibilities:

- Conduct on-site assessments and attend sales calls to gather comprehensive project requirements.
- Take accurate measurements, document site conditions, and capture photos to assess project scope.
- Prepare preliminary and final cost estimates and develop detailed project budgets.
- Coordinate with suppliers and subcontractors to obtain accurate and competitive pricing for materials and labor.
- Identify cost-effective solutions and value-engineering options while maintaining quality standards.
- Review and analyze blueprints, material takeoffs, and labor requirements to ensure precise and reliable estimates.
- Support pricing strategies to maximize profitability while remaining competitive in the market.
- Collaborate with project managers, contractors, and clients to monitor budgets and control costs throughout the project lifecycle.
- Track project expenditures and assist with financial forecasting to proactively prevent cost overruns.

## Requirements:

- High school diploma or equivalent.
- Must have a reliable vehicle for commuting to the office and assigned job site(s).
- Minimum 3 years of experience in residential construction estimating (new builds and/or major renovations).
- Strong ability to read and interpret blueprints, elevations, and project plans.
- Proficiency with estimating and project management software (BuilderTREND, Bolster, PlanSwift, CoConstruct, Excel, or similar).
- Solid understanding of residential construction methods, materials, and trade pricing.
- Excellent organizational skills with the ability to manage multiple projects and meet deadlines.
- Strong verbal and written communication skills.
- Diploma or degree in Construction Management, Estimating, Engineering, or a related field is an asset

## Benefits:

- Competitive salary and comprehensive benefits package
- Dental, extended health, and vision care coverage
- Paid time off
- Access to onsite 8,000 sqft gym
- Opportunities for professional growth and development
- Collaborative and supportive work environment

## Language:

- English (required)

If you're a dependable, motivated, multi-skilled professional ready to join a growing company, please email your resume and cover letter to [admin@turnkeyrenovations.ca](mailto:admin@turnkeyrenovations.ca).