



ICAST Job Opportunity

Position Title: Construction Estimator

Company Description:

ICAST (International Center for Appropriate & Sustainable Technology) is a national non-profit organization working to address affordable housing, climate change and community development issues using clean, energy solutions. ICAST is focused on upgrading the efficiency of multifamily affordable housing.

Position Responsibility:

Prepare cost estimates for green retrofit projects by analyzing requirements and Scopes of Work

Position Overview:

The Estimator will be responsible for:

- Preparing estimates for scopes of work by gathering necessary proposals, blueprints, specifications, and related documents.
- Identifies labor, material, and other costs for ICAST to meet customer requirements for submitting an estimate, including sharing numerical and descriptive information.
- Resolves discrepancies by collecting and analyzing information.
- Maintains cost data base by entering and backing up data.
- Maintains technical knowledge by attending educational workshops; reviewing technical publications.
- Contributes to team effort by accomplishing related results as needed.

Qualifications:

Must have 2+ years of experience in:

- Construction Estimating,
- Requirements Analysis
- Planning and Analyzing vast amount to data and storing and organizing the data for later use
- Teamwork and communication skills to report results and inform others
- Attention to Detail is critical

To Apply:

Please email a cover letter and resume to positions@icastusa.org with the position you are applying for in the subject line.