Leaders INTERNATIONAL Executive Search

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OPPORTUNITY PROFILE

Civil Estimator

DNM Group

DNM Group is the only locally owned and operated full-service multi-trade contractor in Sault Ste. Marie and the Algoma District, specializing in plumbing, HVAC, construction and excavation. As the region's one-stop solution for residential, commercial and industrial projects, we provide expert craftmanship, seamless coordination, and unmatched reliability. Our deep local roots and commitment to quality set us apart, ensuring that every project is handled with the care and expertise our community deserves.

To learn more about DNM Group, visit dnm.group

The Opportunity

Reporting to the General Manager, the Civil Estimator is responsible for developing accurate and competitive cost estimates for civil and general construction projects, including site development, earthworks, concrete structures, utilities, roadworks, and infrastructure work. This role ensures all estimates are prepared in accordance with company standards, safety requirements, and project documentation.

Working closely with Project Managers, engineers, and subcontractors, the Estimator reviews drawings and specifications, completes detailed quantity take-offs, assesses project risks, and develops effective pricing strategies to support successful tender submissions and profitable project delivery. The Estimator plays a key role in supporting DNM's growth through strong bid performance, disciplined cost management, and consistent client satisfaction.

Key Roles & Responsibilities

Estimating & Cost Development

- Review civil and structural drawings, specifications, and geotechnical reports to determine full project scope.
- Prepare detailed cost estimates for site preparation, grading, concrete, asphalt, drainage, utilities, and related works.
- Perform quantity takeoffs for earthworks, materials, and construction components using industry-standard estimating software.
- Analyze subcontractor and supplier quotes for scope accuracy and cost competitiveness.
- Develop unit rates, production assumptions, and contingencies based on site conditions, productivity, and risk.

Bid Preparation & Proposal Management

- Prepare and submit tender proposals that align with client requirements and company objectives.
- Participate in pre-bid meetings, site assessments, and scope reviews to validate assumptions.
- Support value engineering and constructability reviews to enhance bid competitiveness.
- Coordinate with operations and project management during bid reviews and clarifications.

Risk Analysis & Value Engineering

- Identify project risks such as ground conditions, weather, logistics, or scope ambiguity.
- Recommend risk mitigation measures and include contingencies as appropriate.
- Propose alternative construction methods or materials that reduce cost or schedule impacts without compromising quality.

Documentation & Cost Database Management

- Maintain detailed records of all takeoffs, assumptions, and estimate backup.
- Update and manage historical cost databases, production rates, and equipment costs for improved future accuracy.
- Ensure all estimating documentation complies with DNM's data control and quality standards.

Collaboration & Communication

- Work closely with Project Managers, Site Supervisors, and Field Engineers to align estimating and operational strategies.
- Liaise with vendors, suppliers, and subcontractors to ensure accurate scope coverage and competitive pricing.
- Clearly communicate estimate inclusions, exclusions, and assumptions during project handover.

Performance Monitoring & Continuous Improvement

- Compare estimated vs. actual costs post-project to evaluate accuracy and refine future estimating practices.
- Participate in post-project reviews to capture lessons learned and identify process improvements.
- Support the continuous enhancement of estimating templates, tools, and workflows.

Client & Stakeholder Engagement

- Support client presentations and pre-award meetings to explain scope, methodology, and cost structure.
- Build and maintain strong relationships with clients and trade partners through transparency and collaboration.
- Assist in change order pricing and scope reviews during project initiation.

Health & Safety

- Integrate safety and environmental considerations into all cost estimates and work planning.
- Identify potential site hazards, traffic control, and utility conflicts during the estimating phase.
- Comply with all OHSA regulations and DNM's Health & Safety policies.
- Attend site visits and safety briefings as required.

The Person

Qualifications & Education Requirements

- Post-secondary education in Civil Engineering, Construction Management, or Quantity Surveying, or equivalent experience.
- Extensive estimating experience in civil construction, sitework, infrastructure, or general contracting.
- Proficiency with estimating software (e.g., HeavyBid, HCSS, Bid2Win, Bluebeam, PlanSwift) and Microsoft Office.
- Strong understanding of construction methods, materials, and equipment for heavy civil and concrete works.
- Knowledge of local construction standards, OHSA safety requirements, and tendering practices.
- Excellent analytical, organizational, and communication skills.
- Field experience in civil or general construction is an asset.

Knowledge, Skills & Attributes

Adaptability – Ability to adjust to changing environment, schedules, and priorities accordingly.

Communication Skills – Open and straightforward style with all audiences and an ability to effectively communicate with all stakeholders; candid and respectful with everyone. Possesses strong written and verbal communication skills and presentation abilities.

Team Player/Teamwork – Demonstrated success working with a team, talks openly with others, establishes expectations, holds self and others accountable, supports group decisions, shares credit, builds enthusiasm for goals, and resolves conflict appropriately; collaborative.

Problem Solving & Judgment – Ability to assess options and implications to identify problems and solutions. Ability to make decisions and provide direction on complex and emerging issues with political, community, or administrative implications.

Analytical Thinking – Ability to systematically evaluate information, identify patterns, and assess options using logic, data and sound judgment. Enables effective problem-solving, informed decision-making, and the ability to anticipate risks and opportunities in dynamic environments.

Compensation

A competitive compensation package, including an attractive base salary range of $115,000-150,000 and excellent benefits, will be provided. Further details will be discussed in a personal interview.

Express Your Enthusiasm

Leaders International values diversity, equity, and inclusion in all aspects of our operations. Candidates are invited to contact us directly with any accommodation requests.

To apply, please email your cover letter and resume (PDF or Word document only—preferably as one document) to **Sonny Kapoor or Olesia Linkevych** at apply@leadersinternational.com, indicating the job title in the subject line.

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www.leadersinternational.com