



6799 Kennedy Road, Unit F, Warrenton, VA 20187  
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## **Senior Cost Estimator**

**The ideal candidate will have a solid background in commercial construction, quantity surveying, construction management/engineering or architecture and civil engineering with the following:**

- 10 or more years estimating, or project management experience on large scale building projects
- Demonstrated client management, communication, and organization skills
- Attention to detail and quality of work
- Ability to think strategically, plan, and problem solve
- Intermediate to advanced knowledge of Microsoft Word, Outlook, and Excel
- Ability to learn new software skills

**Responsibilities of this position include:**

- Perform cost and risk management consulting services
- Prepare cost reports
- Perform quantity take-offs
- Analyze and negotiate claims and change orders
- Analyze design proposals and propose alternatives
- Participate in value engineering efforts
- Manage projects and other estimator team members from feasibility to close out
- Build and maintain client relationships
- Assist in recruitment of future staff
- Participate in continuous professional development program.

**We offer a competitive salary. The firm strongly believes in providing opportunities for both personal and professional growth. To be considered, email your resume with a brief summary of your qualification and salary requirements to Tamra Trotter ([ttrotter@downeyscott.com](mailto:ttrotter@downeyscott.com)).**

**DOWNEY & SCOTT, LLC is an equal-opportunity employer and maintains a drug-free workplace.**