



Title: Estimator

Location: 37 Quarry Park Blvd SE, Calgary

At Sterling Homes, our people make the difference. We offer an exciting place to build your career with competitive compensation and benefit packages, company matching RRSP/DPSP program, employee home purchase program and employee discounts.

Job Overview

Reporting to the Estimating Supervisor, as the **Estimator** you will analyze costs and prepare estimates to facilitate the construction of new homes. You also provide knowledge of costs and benefits that support profitable business decisions.

Your day-to-day responsibilities will include:

- Completing and/or reviewing project take-offs and estimate job files to ensure accuracy and completeness. Estimating material and labour costs, and identifying costs savings opportunities.
- Maintaining a directory of suppliers and trades while fostering positive relationships. Soliciting and reviewing quotes, and remaining up-to-date on pricing and options.
- Preparing and distributing purchase orders, change orders and other required documents to suppliers or trades. Ensuring accuracy and cohesion of purchase orders and budgets.
- Coordinating with Purchasing, Production and Construction teams on project changes, and contributing to team effort by accomplishing related tasks as needed.
- Monitoring project budgets throughout the project lifecycle. Reviewing invoices, analyzing costs, and preparing regular cost-to-complete reports to identify variances.

As our ideal candidate, you are...

- Organized; you effectively manage your time while balancing multiple priorities.
- A strong communicator; you clearly express your thoughts in conversation and in written communication.
- An active listener; you seek to understand and listen to others in a non-judgmental way.
- Detail oriented; you focus on detailed accuracy when dealing with a high volume of work.
- A team player; you contribute as a team member and share equally in the exchange of ideas, concepts and process outcomes.

Essential Requirements

- Degree or diploma in a related field or equivalent experience.
- Minimum 2 years of estimating related experience in residential or commercial construction industry.
- Satisfactory verification of criminal record check.
- Proficient in Microsoft Office programs (Outlook, Word, and Excel, Teams, SharePoint and PowerPoint) and estimating software (BuildPro, SupplyPro, NewStar or similar).

Preferred Qualifications

- Education in Architectural Technologies or Building Development Technologies is preferred.
- Previous experience in single-family home estimating is a strong asset.
- Experience working with Newstar is an asset.

What We Value

- Creating trusting and successful working relationships.
- Cooperating with team members in an open, positive and respectful manner.
- Setting clear, measurable and achievable goals.
- Taking responsibility for the outcomes of decisions and actions.

- Continuously pursuing learning and growth.

Working Conditions

You primarily work in an office setting during regular business hours. Overtime may occasionally be required.

About Us

Sterling Homes, a single-family business unit of Qualico, has been building homes in Western Canada for over 60 years and providing outstanding service to homebuyers in many of Western Canada's finest communities. We are committed to providing the best new home experience possible by providing an unwavering commitment to quality of design, construction, and customer service. Sterling Homes operates in Edmonton, Calgary and Winnipeg. To learn more, click [here](#).

Qualico welcomes applications from people with disabilities. Accommodations are available upon request during the assessment and selection process.

Candidates being considered will be contacted. We thank you for your interest. Join our [Talent Community](#) to stay up to date on job opportunities and to find out why we have the best reasons to come to work every day.

Closing Date: March 28, 2025

[Apply Here](#)