

JOB DESCRIPTION, Estimator

Job Details

Job Title:	Estimator
Staff Category:	Permanent, Full-time
Business Unit/Division:	Redfields Landscaping & Design
Location:	Crandall, Surrey
Responsible to:	Head of Commercial, Landscaping
Responsible for:	Producing winning estimates for a wide range of Commercial Landscaping Projects

The Company

Redfields Landscaping and Design is an established commercial landscaping company operating in the South of England for over 35 years. We are a dynamic close-knit team proud of our achievements and with a clear vision and plan to grow our business. We work with Housebuilders, Local Authorities and Commercial Construction clients, helping them realise the landscaping elements of their projects and maintaining these areas afterwards. Redfield's culture is supportive to our colleagues, constantly striving for success and always focused on our client's needs. We look for new hires to not only augment our capabilities but to bring new skills and perspectives.

The Role – Full Time Estimator

How we respond to tenders, the relationships we build, and the resultant winning opportunities are fundamentally key to our success. Our estimators are technically expert and commercially sharp with the ability to respond to demands and see opportunities to value engineer where possible, giving us a competitive edge.

The ideal candidate will have an Estimating background with experience in a similar role within the landscaping or construction industry. The role will include the appropriate analysis of tender documents, preparing an accurate bill of quantities and submitting conclusive tenders for a wide range of landscaping projects.

You will possess good analytical and reporting skills, with a proven track record in securing works. You will be able to demonstrate success in your previous roles and evidence your abilities to build relationships with your clients. You will be part of a dynamic commercial team and a key contributor to achieving revenue and profit targets.

This is a permanent full-time role based primarily outside of Farnham, Surrey with travel to meet clients and review projects where required.

Responsibilities

1. Estimating

- To price landscaping jobs from architectural drawings applying agreed pricing and sourcing bespoke products and pricing depending upon the specification
- Identify and escalate potential project risk to minimise exposure
- Work alongside existing Commercial Team to maintain and report on tender database

- Attend site meetings and make site visits as and when required
- Regularly chase the progress of tenders and continuously develop further leads

2. Customers & Prospects

- Maintain professional working relationships with customers to maximise new business opportunities, negotiate contracts and manage customer queries
- Use your expert knowledge to help and advise customers on project design and pricing improvements
- Provide a responsive and professional service to customers, dealing promptly with issues arising and escalating as appropriate.

3. Commercial Management

- To estimate and price jobs quickly and accurately
- To be able to manage several projects at any one time
- Support reporting and assessment of contract profitability.

4. Company

- Carry out all duties in a manner and style that reflects the Group's values and respects all employees and customers.
- Carry out other tasks as required by the business

Person Specification

- You have a proven track record in a similar role.
- Your experience is within the horticultural / landscaping industry – or a relevant parallel sector
- You bring great interpersonal and relationship building skills
- You meet deadlines and thrive under pressure
- You can demonstrate mathematical and analytical skills, with the ability to problem solve
- You have great communication and interpersonal skills
- Your attention to detail is key
- You have IT fluency, particularly in Excel and Estimating software, such as CAD
- You have Full, clean Driving License
- You are reliable, personable and dynamic with a drive to succeed
- You have a sense of humour