



For over 20 years BLT has been providing construction and design build services in the retail, restaurant and hospitality sector and have built a reputation as being a leader in these sectors. We take pride in our long history of delivering successful projects, strong relationships with high performing vendors, executing some award winning projects in partnership with our clients and consultants. We operate offices in Toronto, Vancouver and now have plans of opening an office in eastern Canada.

At BLT our culture is built around our people. We believe in creating an environment where individuals are motivated and empowered to develop into leaders. We are constantly on the look out for individuals who are curious, willing to learn, be mentored and bring a variety of skills and knowledge from diverse backgrounds. We provide our people a disciplined professional development and training program with the goal of developing leaders that will represent our brand with pride. This is what sets us apart from our competition.

If you are looking for an exciting career, working with the best team members, leaders, consultants and most innovative clients in the industry – BLT is the company for you. We have a number of openings in the Toronto and Vancouver market. We are looking for bright professional individuals who are not afraid of being the face of BLT with clients, executing some of the most challenging projects from the retail, restaurant and hospitality sectors.

Position Title: ESTIMATOR

Position Reports to: Chief Estimator

Duties: Coordinate all aspects of estimating for BLT projects acting as both Construction Manager and General Contractor.

Competencies: Strong communication skills and the ability to communicate effectively with employees at all levels of the organization. Ability to work in and support a strong team concept but have the ability and insight to work independently. Be “Results oriented”. Present oneself as professional, innovative, creative, and a self-starter. Foster a positive and professional work environment both onsite and in the office with trades and co-workers. Manage projects profitably as it relates to BLT’s bottom line. Be creative and ensure BLT’s profitability is maximized.

Primary Functions, Responsibilities and Duties:

- Process contract drawings and specifications
- Prepare estimate documentation and execute the “bid” process with designated subtrades.
- Ability to prepare Class C Construction Cost Estimate at the end of Schematic Design Phase.
- Ability to prepare Class B Construction Cost Estimate at the end of Design Development Phase.
- Assist Project Manager in preparing a Cash Control Program and prepare a Cash Flow Forecast.
- Update the Class B Construction Cost Estimate as required.
- Prepare a Class A Construction Cost Estimate at the end of the Construction Document Phase
- Develop methods of solicitation for Subcontractors and distribution of addenda
- Prepare and prequalify criteria for Subcontractors and Suppliers as required.
- Review for completeness and coordinate all bid documents
- Prepare competitive analyses of Bids and relate this back to the budget allotted.
- Prepare and update the Construction Cost and cash flow budget.
- Ensure Contract Documents reflect Addendums issued.
- Maintain Trade Tender list by CSI division