

# Rose Paving Company

Regional Estimator

## About the Company

Rose Paving Company, a multi- million- dollar company, leads in providing complete parking lot management solutions to commercial and industrial properties nationwide. Services include asphalt patching; asphalt reconstruction; asphalt resurfacing; sealcoating; cracksealing; concrete maintenance including installation and repair of concrete curbs, walks, and pads; storm sewer repair and installation, lot marking, and green paving solutions.

Established in 1974, Rose Paving Company is a privately held company that maintains its corporate headquarters in Bridgeview, Illinois, with branch offices in Streamwood, IL, Denver, CO, Atlanta, GA and Pomona, CA. We are proud to report that because of our expertise, dedicated employees, and loyal customers, Rose Paving has been the recipient of numerous awards and honors. We are considered to be the leaders in our industry and have a staff of over 150 employees. As a company, we continue to make great strides in exceeding industry, customer, and employee expectations.

## Job Description

### Summary

This Estimator will work with both clients and internal staff including the VP of Sales, Account Executives, Operations and Administrative staff on site analysis of existing and prospective accounts. The goal will be to ensure excellent customer service, enhance existing relationships and stimulate new business. The Estimator will aid the sales staff as needed in helping develop, design and present proposals to clients.

### Responsibilities

- Accurately read and interpret blueprints and specifications to facilitate collection of pertinent information and quantity measurements for the bidding process.
- Communicate with sales staff and other internal customers to assure qualifications of prospective bids, accuracy of takeoffs and project specifications.
- Handle multiple tasks simultaneously, meet fast pace quoting schedules, operate self sufficiently and be detailed oriented.
- Identify existing site issues and provide recommendations and cost analysis.
- When necessary, aid the sales staff in any presentations of proposal to the client.
- Work with Field Operations to ensure accuracy of work to be performed prior to execution.
- Attend meetings that are deemed necessary.
- Develop Pavement Management Plans (PMP)
  - a. Take Pictures
  - b. Create CAD Maps
  - c. Construct Plans.

**Requirements:**

- 3-5 Years of experience pertaining to Site Civil Construction Estimating /Project Management/Land Development /Civil Design Experience.
- Experience with Timberline and ProEst Estimating Software is a Plus
- Experience in industries such as Paving, Roofing, Landscaping, Pest Control, HVAC
- Possess a strong Basic Understanding of pavement maintenance methods
- Possess understanding of all computer systems, specifically Microsoft Office, Power Point, photo shop and internal accounting, estimating, and CRM.
- Basic understanding of Business practices and procedures to adhere to the Rose Paving Core Values and Competencies.

**Salary**

Competitive salary commensurate with experience. Includes comprehensive benefits package.

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This is to be considered an outline of the work involved in this position and should not be construed as a limitation of duties or responsibilities from the standpoint of the employee or of Rose Paving Company. All Rose Paving employees are expected to have a willingness to share in the responsibilities and duties of others when necessary to “get the job done” and to contribute their particular skills or expertise, however possible, for the benefit of the company. This will require that the employee develop and maintain a good rapport with all members of the Rose Paving Company Team. Such ability will be to the benefit of the employee and will not go unnoticed by the company.

**Contact**

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