



# Junior Cost Estimator

## Who we are

J. Uno & Associates, Inc. is a Hawaii-based cost engineering and estimating firm. Our team operates as a cohesive unit to provide consistent, high quality cost estimating consulting services to provide peace of mind and confidence to our clients. We believe in a collaborative approach with constant communication and are committed to quality. We are looking for a Junior Cost Estimator to join our team.

## What you will do

As a Junior Cost Estimator, you will work under the supervision of the Principal Cost Estimator, Senior Cost Estimators, and Project Cost Estimators. Additionally, you will receive training, so you can successfully read and understand blueprints, perform quantity takeoffs, and complete various estimating tasks and research.

## Who are you?

Successful team members are curious and value quality over quantity. They are creative problem solvers, and they seek to build value internally, and for our clients. This means to join our ranks:

- You are an excellent communicator who's not afraid to ask questions.
- You zoom in on the smallest details, while keeping the big picture in focus.
- You thrive in an environment where you manage numerous projects and priorities.
- You are the one always asking, "How might we make this better?"
- And, of course, you are conscientious, professional, and looking for an opportunity for career growth.

## Your qualifications

We believe excellent Cost Estimators can come from anywhere in the Architectural, Engineering, and Construction community. Here is what we are looking to see on your resume:

- B.S. degree or equivalent work experience in Engineering, Architecture or Construction management
- 0-1 years of experience in Cost Estimating

## Your technical skills

Here are some of the technical qualifications you will need to be a successful Junior Cost Estimator:

- Proficient in Microsoft Excel and Word, and a PC operating system.
- Proficient in Algebra level math or higher.
- It is preferred, but not required, that you can review and understand Plans & Specifications using both hard and electronic blueprints.
- It would be phenomenal if you have experience performing quantity takeoffs and scheduling, but it is not required.

## Our compensation and benefits

- Salary will be commensurate with experience, abilities, and education
- Health Insurance
- Paid Time Off (PTO)
- 401k Plan

## We are an equal opportunity employer

J. Uno & Associates is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. All employment is decided based on qualifications, merit, and business need.

## Get in touch

If you think you will be a good fit, let's talk. Please send a resume and cover letter addressed to Rachel at [estimating@j-uno.com](mailto:estimating@j-uno.com).