



JUNIOR COST ESTIMATOR

Who we are

J. Uno & Associates, Inc. (J. UNO) is Hawaii's largest pure construction cost consulting firm. We have served the Pacific Rim and projects worldwide since 1989. Our mission is to give peace of mind and confidence to our clients through cost awareness and management. Our Hawaii roots are instilled in our core values, which emphasize honesty, value, and excellence.

J. UNO's role is to help the architectural and engineering design team bring the vision of a project to fruition. We help design professionals stay within budget and maintain that budget during the design process. In preparing cost estimates, we work closely with both the design team and the client to better understand the functions of the building or infrastructure and the various systems that comprise it. Our team comes from a diverse range of experiences, covering architectural, structural, civil, electrical, and mechanical disciplines, which provides a seamless environment where all disciplines are accounted for in-house.

Thanks to our stellar team, J. UNO has been recognized as one of Hawaii's Best Workplaces by Pacific Business News (PBN) in 2021 and 2020. We are curious and driven individuals who love to learn and take on new challenges daily. With more than 300 new projects per year, each team member works on a variety of projects every month and will learn more about design and construction than they would at most A-E firms. We believe in collaboration, sharing knowledge, and constantly finding ways to innovate.

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 can we make this better?"
- You enjoy solving problems and are open to feedback on your ideas.
- You understand the importance of deadlines and manage your time well.
- You aspire to be a part of a high-performing team.
- 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're looking to see on your resume:

- A college degree or equivalent work experience in Engineering, Architecture or Construction Management
- 0-1 years of experience in Cost Estimating.

Because we are a U.S. Department of Defense (DoD) contractor, our team members must be able to qualify for access to Controlled Unclassified Information (CUI) and maintain U.S. military base passes for both domestic and international military facilities.

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 as well as a Windows operating system.
- Proficient in Algebra 2/Trigonometry level math or higher
- It is preferred, but not required, if you...
 - can review and understand plans & specifications using both hard and electronic blueprints.
 - have experience performing quantity takeoffs and scheduling.

Our compensation and benefits

Salary will be commensurate with experience, abilities, and education. Our current benefits are as follows:

- Flexible Work Schedule
- 15 days of Paid Time Off (PTO) per year
- Transportation benefit | Paid parking at the office, monthly bus pass, or monthly Biki membership
- HMSA Medical Insurance with Vision and Dental | We pay for 100% of our employees' coverage costs
- Flexible Spending Accounts (FSA) for healthcare and dependent care
- 401k Plan with a 3% employer contribution and profit-sharing
- Group Life Insurance and Accidental Death and Dismemberment (AD&D) - Coverage of \$100,000
- Long Term Group Disability Insurance (LDI)
- Supplemental Income Protection
- Retirement Plan Protection
- Employee Assistance Program (EAP) | 6 free counseling sessions per year for work-related, personal, or mental health problems for you or your household members.
- Wellness activities, education, and prizes throughout the year to promote health and balance in all areas of life.

We are an equal opportunity employer

J. UNO 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 we are the right fit for you, let's talk. Please send your resume and cover letter addressed to Gail at staffing@j-uno.com.