



## **HEAVY CIVIL / BUILDING CONSTRUCTION ESTIMATOR ASSISTANT Santa Ana, CA**

General Contractor looking for a **Heavy Civil / Building Construction Estimator Assistant** for our Santa Ana office.

### **Qualifications**

- Must be interested in construction management, civil engineering, estimating for both Design/Build and Design Bid Build projects
- Team Player willing to grow and accept earned responsibility
- Demonstrated stable employment history
- Education Level Required – Attending school for a Degree in Construction Management, Engineering, or Experience Equivalent
- Proficient in English, possessing good written and verbal skills

### **Specific Tasks to Include**

- Obtain and Download Plans and Specs for new projects
- Read, Comprehend, Analyze, Plans and Specs for detailed material quantity take offs
- Call and Coordinate with Subcontractors and Material Vendors for upcoming projects

### **Skills to be obtained**

- Thorough knowledge of the latest construction software programs
- Enhanced knowledge of Excel Work Sheets for Intercompany Communication
- Bidding, Estimating, and Quantity Take Off
- Experience in Federal Government Contracting
- Experience in Public Works Contracting
- Experience in Private Project Contracting
- Group Coordination

Email Resumes to:

Dan Duarte

[estimating@mztco.com](mailto:estimating@mztco.com)



Macro-Z-Technology  
841 East Washington Avenue  
Santa Ana, CA 92701  
Ph: (714) 564-1130 Fx: (714) 564-1144  
Visit our Website at [MZTco.com](http://MZTco.com)