

# Creo

<https://www.creoindustrialarts.com/job/estimator/>

## Estimator

### Description

#### COMPANY OVERVIEW:

CREO Industrial Arts is a custom fabricator that has been producing high-end architectural products for over 30 years. We execute the vision of the world's finest architects, experiential graphics designers, landscape architects, and exhibit designers, producing extremely high fit and finish custom products for a wide variety of venues.

From the smallest, most detailed piece to large, multi-story structures, CREO does it all. Every project is different, but what they all have in common is the sophistication of the design and the industry's highest standard of quality.

### Responsibilities

#### POSITION SUMMARY:

The role of the Estimator-Exhibits is to support the Exhibits Division in the development of fabrication and installation cost estimates for museum exhibit opportunities and active museum exhibit projects.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Prepare detailed cost estimates in support of proposal opportunities and active projects.
- Analyze design documents (drawings, specifications, matrices, etc.) to develop an understanding of the scope of work.
- Collaborate with CREO staff to determine estimation strategy for new opportunities and active projects.
- Work with CREO Department Managers to identify and/or confirm fabrication approaches and subcontractor needs.
- Prepare RFIs (Requests for Information) required for preparation of cost estimates.
- Create and manage detailed RFQs (Request for Quotes) for each specific subcontracted scope.
- Ensure bid packages and supporting estimates with all notes and associated files are well organized and located in the correct folders on the company server.
- Identify subcontractors and specialty vendors including developing new providers.
- Become proficient in use of CREO's estimating tools.
- Maintain Estimating Smartsheet Log.
- Other duties as assigned

### Qualifications

- Minimum 3 years of experience estimating museum exhibit and interpretive projects.
- Understanding of museum exhibit fabrication including Architectural and Exhibit Design Drawings, and construction means & methods.

### Hiring organization

CREO Industrial Arts

### Employment Type

Full-time

### Job Location

8329 216th St. SE, Woodinville

### Base Salary

\$ 65500.00 - \$ 75000.00

### Date posted

October 25, 2024

- Proficient in office productivity software (MS Word, Excel, Project, Adobe Acrobat or Bluebeam, Smartsheet).
- Detail-oriented individual with strong organizational and communication skills.
- Accustomed to working on multiple projects within established deadlines

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### **Job Benefits**

#### **WORKING HOURS:**

Day Shift

#### **COMPANY SALARY/BENEFITS:**

CREO offers a great career growth culture, competitive salary, holidays, vacation, comprehensive benefits including medical, dental, vision, life, AD&D, LTD coverage, and a 401(k) plan.

#### **Contacts**

If this position sounds like a perfect fit for you **Apply Today!**

CREO provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.