

Job Vacancy XERVON Egypt

Join our Estimation Team!

Deputy Estimation Manager

Cairo, Egypt

As responsible Deputy in our Estimation department you will estimate projects from A to Z regarding project cost, time schedule and all related capacity estimations. You will also review and involve in estimation projects from other team members across different activities. With the estimation role you contribute an important piece to our organization and can work on exiting projects across Egypt.

Responsibilities:

- Receiving & ensuring the proper registration of invitations in order to maintain the quick review and data retrieval & follow up as per company's procedures.
- Prepare & evaluate cost & project tender conditions and draft contract conditions before tender submission
- Provide preliminary project and cost summary for management evaluation
- Coordinating and analyzing specifications, drawings and supplier quotations.
- Prepare technical & commercial proposals and required tender documentation.
- Interpret and follow tendering processes and procedures.
- Analyzing and approving subcontractor's capabilities & their quality plans.
- Close cooperation and coordination with other estimation team members and review estimations for selected projects in alignment with the Estimation Manager

Required Qualifications:

- BSc. Of Engineering (Mechanical/Civil Engineering Background is Preferable)
- Preferably additional educational certificates in project management or other technical certifications
- 8-12 years experience in cost estimation for industrial and commercial projects
- Preferably experienced in one of the following industries for at least 7 years: Insulation, Steel Works, MEP, Construction Finishing
- Impressive record of working on large scale projects estimations
- Excellent skills dealing with Microsoft office.
- Excellent language in Arabic & English is mandatory in speaking and writing

➤ **Send your updated CV to:** hr.eg@xervonegypt.com