



Location: Fairfield, ME

Job Type: Full Time / Competitive Salary Commensurate with Experience

Who We Are

Sheridan Construction is one of Maine's premier commercial building contractors, providing general contracting, design-build, construction management, and engineering services to our clients. As Maine's Career Butler Builder®, we provide turnkey pre-engineered metal building, conventional steel and wood building solutions. Founded in 1947, we are proud of our 75+ year history, experienced and skilled workforce, and strong reputation for quality and integrity.

Position Description:

- Support all facets of building estimating and bidding processes; including but not limited to completing material takeoffs, and subcontractor solicitations.
- Review bids for completeness and compliance.
- Assist Building Consultants with coordination, development, and presentations of proposals for prospective clients.
- Simultaneously work on multiple estimates / bids while meeting deadline requirements.
- Operate and maintain proficiency in all internal estimating systems, technologies, and software.
- Assist Building Consultants in development of preliminary construction schedules with consideration given to project specific requirements.
- Assist Building Consultants in the development of design-build bidding documents and ultimately construction documents.
- Assist Project Management with written "scopes of work" to be included with subcontracts.

Essential Qualifications:

- Bachelor's or Associate Degree in the field of construction plus (2) years related construction experience preferred.
- Excellent math skills with an analytical mind, paying attention to details is a must.
- Effective written and oral communication skills.
- Ability to work independently, as well as the ability to multi-task and manage changing priorities - requiring exceptional organizational skills.
- Proficient computer skills including MS Office products.
- Knowledge of Sage Estimating, on-screen takeoff, and Procore is preferred but not required.
- The willingness to travel throughout Maine and New Hampshire requiring seldom overnight lodging.
- Courteous, professional demeanor, and possess an energetic positive attitude.
- Willingness to continue education to expand knowledge base, estimating skills, and construction techniques / methodologies.
- A valid driver's license and reliable transportation.

Sheridan Construction is ready to offer you:

- A culture that values opportunity for growth, skills development, and internal promotion.
- Support from the entire sales team. Sheridan Construction's future is counting on your success.
- Continuous employment investing into your career growth. Sheridan Construction does not hire on a per project basis.

Benefits:

- 401(K) Matching.
- Health insurance.
- Life insurance.
- Paid Time Off / Earned Paid Leave.
- Paid Holidays.
- Use of company pool vehicles for job site visits and client meetings.
- Competitive per diem when assignments require overnight travel.

The Sheridan Corporation is an Affirmative Action and Equal Opportunity Employer.
To apply, please visit our website at, www.sheridancorp.com
For further information contact us at (207) 453-9311.
ALL INQUIRIES ARE CONFIDENTIAL.



Building on our promise.
WWW.SHERIDANCORP.COM