



**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:**

- Ability to independently complete 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.
- Coordinate, develop, and complete 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.
- Develop preliminary construction schedules with consideration given to project specific requirements.
- Develop design-build bidding documents and ultimately construction documents.
- Create written "scopes of work" to be included with subcontracts.

**Essential Qualifications:**

- Bachelor's or Associates Degree in the field of construction plus four (4) years related construction experience required.
- 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 continuing education to expand knowledge base, estimating skills, and construction techniques / methodologies.
- A valid drivers 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.
- Dental insurance.
- Life insurance.
- Paid Time Off / Earned Paid Leave.
- Paid Holidays.
- Use of company pool vehicles for job site visits & 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](http://www.sheridancorp.com)

For further information contact us at (207) 453-9311.

ALL INQUIRIES ARE CONFIDENTIAL.

