



**RE: JOB OPENING**

**POSITION: ESTIMATOR – WOODWORKING & CABINET MANUFACTURING**

Reporting directly to the Owner and Operations Manager, you will be responsible for providing cost estimates for projects in the woodworking manufacturing division including:

- Job estimates including complete material take-offs, read and interpret drawing;
- Responsible for accurate site measurements with the help of our project managers;
- Pre-production planning and scheduling;
- Responsible for overseeing the completion of shop drawings utilizing AutoCAD, with the help of our engineering department;
- Responsible for meeting estimate targets set by yourself and the accounting department;
- Responsible for identifying new markets, pre-qualified bid lists, etc;
- Comfortable preparing estimates ranging from \$20,000 - \$2,000,000+ and managing the contract from start to finish with the help of a team of capable employees;

Candidates must have at least 5 years experience in a woodworking manufacturing environment. Candidates have proven skills that include:

- Effective communication skills, both verbal and written (English);
- Ability to think creatively and meet deadlines in a very demanding environment;
- Computer literacy is crucial – knowledge of Microsoft Office, Microsoft Project, woodworking design software such as AutoCAD, Cabinet Ware, Cabinet Vision, etc;
- Job task planning and problem solving abilities are a must;
- Previous knowledge of CNC machinery, Panel Saw, Edge Bender, general woodworking machinery, etc.;
- Previous experience with ARDIS (CNC/panel saw software) is an asset;
- Previous knowledge of the long term health care market is an asset;
- Previous knowledge of ISO certification is an asset;
- Previous knowledge of LEEDS, or LEEDS certification an asset
- Previous knowledge and scheduling around 2 shifts an asset;

**For further details or to ask questions, please contact us at:**

HUMAN RESOURCES  
JG Custom Woodworking Inc.  
173 Roger, Waterloo, Ontario, N2J 1B1  
519-579-0832 x.242  
[hr@jggroup.on.ca](mailto:hr@jggroup.on.ca)