

Pre-Con Manager

Location: Central Florida | **Department:** Pre-Construction

Reports To: Director of Pre-Construction

Join Our Team

At **Andrew General Contractors**, our people are the foundation of our success. With core values rooted in **Partnership, Integrity, and Authenticity**, we've built a reputation for delivering quality workmanship and long-term client relationships across Central Florida. We're looking for a motivated **Estimating Manager** who shares these values and thrives in a detail-oriented, collaborative environment.

Position Summary

The Estimating Manager manages projects from bidding and estimating through project turnover. This individual collaborates closely with the Director of Pre-Construction and Project Managers to develop accurate estimates, evaluate costs, and maintain clear communication with clients, vendors, and internal teams.

This is an excellent opportunity for an experienced estimator who enjoys leadership, process development, and helping shape the early phases of commercial construction projects.

Key Responsibilities

- Lead full-cycle estimating for commercial projects, including conceptual ROM budgets, schematic design estimates, design development pricing, and final lump sum/GMP bids.
- Perform detailed quantity takeoffs, cost analysis, and pricing across all CSI divisions using plans, specs, historical data, and market intelligence.
- Develop and maintain variance analyses, value engineering options, and cost models as designs evolve to optimize budgets and mitigate risks.
- Solicit, qualify, and negotiate with local subcontractors and suppliers; prepare comprehensive bid packages, issue RFPs, conduct scope reviews, and use bid tally/comparison tools.
- Make subcontractor award recommendations and support buyout/turnover to operations teams.
- Collaborate with owners, architects, engineers, and internal teams on constructability reviews, preliminary schedules, long-lead identification, and innovative solutions for cost, materials, and lead times.

- Act as a client advocate by presenting estimates/proposals, facilitating preconstruction meetings, and providing transparent cost feedback throughout design phases.
- Contribute to business development by building relationships with repeat/current clients, supporting RFP responses, and pursuing new opportunities.
- Stay informed on Southeast market trends, material/labor pricing, Florida-specific requirements (e.g., wind loads, permitting), and industry best practices.

Qualifications

- 5–10+ years of progressive commercial construction estimating/preconstruction experience, preferably with a general contractor in the Southeast.
- Proven track record delivering accurate estimates for commercial projects (office, retail, medical, etc.).
- Proficiency in estimating software such as ProEst, BuildingConnected, Bluebeam, or similar; advanced Microsoft Excel and Office suite skills.
- Strong verbal/written communication, listening, and presentation skills; ability to interact effectively with clients, design teams, subcontractors, officials, and lenders.
- Exceptional organizational skills to manage multiple projects, deadlines, and concurrent bids.
- Detail-oriented, proactive "can-do" attitude with pride in quality work and a collaborative team approach.
- Bachelor's degree in Construction Management, Engineering, or related field preferred but not required.
- OSHA 10 (OSHA 30 preferred); ability to communicate daily via phone/email with trade partners.

What We Offer

- Competitive base salary, plus performance bonuses tied to company goals.
- Comprehensive benefits including company paid health insurance, 401(k) with competitive 4% match, and a generous 3 weeks of paid time off to support work-life balance.
- Collaborative, family-oriented culture with direct impact on projects and growth.

- Office-based role with occasional site/client visits; reasonable accommodations available.

Please submit resumes & cover letters to: mhendrix@andrewgc.com. Please send ALL of the following: Current Resume | Cover Letter | Current Salary Requirements

Work Environment and Physical Requirements

This role is primarily office-based with regular interaction across clients, teams, and vendors. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the role.

Equal Employment Opportunity

Andrew General Contractors, Inc. is an Equal Opportunity Employer. Employment decisions are made without regard to race, color, religion, sex, national origin, age, disability, veteran status, or any other status protected by applicable law.

Employment Relationship

This job description is not a contract and does not alter the at-will nature of employment. The company may modify duties, responsibilities, and requirements at any time, with or without notice. Other duties may be assigned as needed to support business operations.