



Junior Cost Consultant

Role:

As a Junior Cost Consultant in the DMC Cost Management's Edmonton office you will be joining a growing team, working closely with all levels of the business to delivery cost planning and lender services to our clients. Applicants should be self-motivated, efficient, and positive to assist in the business' strategic growth plan, which will afford you the opportunities to rapidly grow your career.

Job Roles:

Lender Services

- Work and assist on multiple projects per month with a Senior QS or Director.
- Assist in preparing budget reviews with detailed analysis of the proposed development with comprehensive knowledge of Lender's requirements and terms of engagement.
- Assist in preparing periodic reviews of monthly progress claim reports, including reviewing invoices, change order reviews, site inspection, and recommendation of loan advances.
- Assist in analysis and benchmarking of different building sectors.

Cost Planning

- Work and assist on multiple projects per month with a Senior QS or Director.
- Assist in preparation of estimates at various stages of the design process, from conceptual design to pre-tender stage.
- Assist in market research for tracking material, labour and equipment prices.
- Assist in life cycle costing, value engineering and benchmarking analysis.
- Assist in preparing final reports for clients.

Qualifications:

- Degree or equivalent to any of the following: Architectural Building Technology, Estimating, Quantity Surveying, Finance, Construction Engineering or Project Management.
- Working towards or obtained professional qualifications: PQS, MRICS or CET.
- 1-5 years' experience.
- Self-motivated with good organizational, communication and report writing skills.
- Experience with Microsoft Office Suite, Cost X, Planswift or relevant estimating software.
- Eligible to work in Canada with valid driver's license.

Wage and Compensation Package:

- Position wage range is \$45,000 to \$65,000 per year based on work experience and qualifications. The position is eligible for a discretionary annual bonus and/or performance pay increase, based on performance.
- Flexible workplace, hybrid office/home/site opportunity.
- Health, dental, life insurance and long-term disability benefits.
- Minimal 10 paid vacation days per year.
- Annual professional membership dues and to obtain new designations are financially supported.
- Cell phone allowance.

Send your cover letter and resume to info@dmccost.com.