

Mechanical Contractors Association of Canada



HOT JOBS

Job Posting Form

To ensure the position you are looking to fill gets posted on the national "Hot Jobs" site please fill out the following form and email it daryl@mcac.ca or fax it to 613-235-2793.

Date: DECEMBER 7, 2009

Company: L.J. BARTON MECHANICAL INC.

Address: 1341 OSPREY DRIVE, UNIT 4

City: WINCHESTER

Province: ON

Postal: L9G 4V5

Main Contact: KAREN JADERSMA

Phone: 905-304-1976

Fax: 905-304-1607

eMail: karen.j@ljbarton.com

Position Available: MECHANICAL ESTIMATOR

Key Responsibilities:

See attached

Key Requirements:

To email your available positions please ensure the above information is included and attach your file as an MS Word (only) document and send it to daryl@mcac.ca



**L.J. Barton
Mechanical Inc.**
Reliable. Resourceful. Responsive.

1341 Osprey Drive Unit 4
Ancaster, ON L9G 4V5

T 905-304-1976
888-705-1055
F 905-304-1607
E info@ljbarton.com

Member:
Regional Construction Safety Group
Canada Green Building Council
Open Shop Contractors Association
Canadian Design-build Institute
Mechanical Contractors Association
of Canada

Junior Mechanical Estimator

Junior Estimator required for busy Mechanical Contractor in Ancaster, Ontario. Duties require accuracy, consistency and operation in support of bid proposals for Commercial, Industrial and Institutional Projects. Experience in Design Build, New Construction and Renovations Projects is an asset.

Skills Required:

- Knowledge and experience with **QuickPen & Estimating Software** would be an asset as well as **Microsoft Office and Excel**.
- Must be able to read all blueprints and specifications to understand intent or scope of the work for the project being bid.
- Must be able to produce an accurate material take off using computerized system.
- Must be able to create drawings for Design Build projects and As Builts using **AutoCAD**.
- Will also be responsible for maintaining a computerized estimating material database including up to date optimal net pricing.
- Communication skills are essential as well as confidentiality.
- Must work well in fast pace environment.
- Organizational skills and strong attention to detail is imperative.

Junior Project Manager

Project Manager required for busy Mechanical Contractor in Ancaster, Ontario. Duties require being the company representative for time, cost and general overall project performance, promoting proactive relationships with General Contractors, Design Consultants and Owners.

Duties Required:

- Oversee project costs, project schedule, project quality, meeting specific project requirements and contractual obligations.
- Analyze and recommend acceptance of subcontractor and equipment supplier tenders.
- Establish project strategy with field supervisor and site foreman.
- Ensure scope of work is performed on schedule and in the most economical manner.
- Prepare detailed cost breakdown of project for use by accounting department.
- Receive track and expedite change notices and site instructions.
- Coordinate and review shop drawings.
- Negotiate and procure equipment and bulk material orders.
- Submit request for information and request for clarification.
- Determine and execute critical path and communicate with field operations.
- Prepare project close out documents.

Please forward your resume to karenj@ljbarton.com or fax to 905-304-1607.

Industrial - Commercial - Institutional

Plumbing | Heating | Fire Protection | Gas & Process Pipe | Design-Build | HVAC | Refrigeration | Controls

www.ljbarton.com