

Intern Position:

Part time Intern position to assist project managers and estimator at a Columbus based heavy civil general contractor. Our current projects are spread throughout Ohio, but the intern position will be in our Columbus office.

Job duties include assisting project managers in all aspects to complete our construction projects. Project Management based job duties will include project planning, calling subcontractors & suppliers, putting together submittals, and project correspondence. The job will have office duties along with site visits to construction sites.

Job duties assisting the estimator include visits to job sites, attend pre-bid meetings, deliver bids, call potential suppliers & subcontractors, perform quantity take-offs, and other duties needed by the estimator.

EOE