

COFFEY BROTHERS *inc.*

2559 Route 9_Howell, NJ 07731

April 2, 2026

Project Estimator, Coffey Brothers Inc. (Howell, NJ)

What you'll do:

1. Bid Management & Proposal Development:
 - Involved with the end-to-end process of bid preparation, including identifying opportunities, selecting suitable projects, preparing competitive proposals, and submitting bids on time.
 - Analyze bid documents and specifications to ensure compliance and maximize win potential.
2. Bid Tracking & Follow-Up:
 - Maintain a comprehensive bid log to monitor status, deadlines, and outcomes.
 - Proactively follow up with clients and stakeholders to gather feedback and negotiate terms.
3. Cost Estimating & Quantity Take-Offs:
 - Perform detailed cost analysis and material take-offs using industry-standard software and methodologies.
 - Develop accurate budgets and forecasts based on labor, materials, equipment, and subcontractor pricing.
4. Vendor & Supplier Relationship Management:
 - Build and maintain strong relationships with suppliers and vendors to ensure competitive pricing and reliable delivery.
 - Evaluate vendor performance and negotiate contracts to optimize procurement strategies.
5. Project Procurement & Planning:
 - Involved with procurement activities including sourcing, purchasing, and logistics coordination.
 - Develop project execution plans, timelines, and resource allocation strategies to ensure on-time delivery.
6. Stakeholder Engagement:
 - Cultivate and manage relationships with developers, general contractors, architects, and engineers.
 - Serve as a key liaison between internal teams and external partners to align project goals and expectations.
7. Pre-Construction Management:
 - Coordinate pre-construction activities such as site assessments, feasibility studies, budgeting, and scheduling.
 - Involved with design review meetings and value engineering efforts to optimize project scope and cost.
8. On-Site Oversight & Team Coordination:
 - Provide support to on-site project managers and field personnel.
 - Involved with construction progress, resolve issues, and ensure adherence to safety and quality standards.



(732) 363-7010



coffeyest@optonline.net



www.coffeybrosinc.com

NJ License # 13VH02696000

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2559 Route 9_Howell, NJ 07732

Position Requirements:

- Position requires Master's degree in Construction Management, Civil Engineering or related field of study.
- OSHA Certification required
- Travel required to unanticipated client locations all over the United States. .
- Email Resume to: [wcj@msn.com](mailto:wcyj@msn.com)

Benefits:

This is a full-time position, 40 hours a week, Monday through Friday. Salary offered is \$99,382.00 per year.

William Chris Juhasz
Controller
Coffey Brothers, Inc.



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