



Internal/External Job Posting - REPOSTED

Job Number: 005499

Closing Date: August 27, 2017

Resumes received in our office after the closing date will not be considered.

Position Title:	Project Controls Estimator
Salary Band:	L/M
Range:	DOE (Salary will be determined based on experience, qualifications and attributes.)
Work Location & Schedule:	Anchorage This is a regular exempt Anchorage based position on an urban schedule of a 40-hour week or 9/80-work schedule. Relocation benefits may apply.
Number of Positions:	One (1) If you have already submitted a resume for this position, you do not need to reapply.
Recruiting Contact:	Tracey L. Mueller, Employee Relations Manager Alyeska Pipeline Service Company E-Mail: alyeska_jobs@alyeska-pipeline.com Apply on-line at www.alyeska-pipe.com
Minimum Qualifications:	Applicants must meet or exceed these minimum job requirements to apply for this position. <ul style="list-style-type: none"> ▪ Four-year degree (equivalent work experience above the minimum may be considered as a substitute for all or part of the formal educational requirements) ▪ Three (3) years of related experience ▪ Advanced working knowledge of construction estimating techniques and practices ▪ Proficient in Microsoft suite ▪ Proficient with developing and maintaining spreadsheets, charts, and curves ▪ Strong written and oral communication skills
Preferences:	<ul style="list-style-type: none"> ▪ Four-year degree in Engineering or Construction Management or Business related field ▪ Project Management Professional certification ▪ Association for the Advancement of Cost Engineers certification ▪ Ability to work independently and perform successfully in a team environment ▪ Four (4) years' experience in construction estimating practices and methods ▪ Ability to work independently while demonstrating extensive knowledge and experience in cost estimating and application of the theories, principles, and techniques of Project management/Project Controls and Earned Value management to projects ▪ Proven ability to use project management and other software (i.e. Oracle, Business Objects, Primavera P6, MS Excel, MS Word, MS Access, related databases, or similar software)
Accountabilities and Specific Requirements:	Under general direction of the Project Controls Supervisor the Project Controls Estimator is accountable for the following: <ul style="list-style-type: none"> • This job provides overall project cost estimating, estimate reviews and estimate validations in support of project funding (AFE) requests. Job incumbent shall oversee the execution contractor (engineering, construction, inspection, etc.) efforts and render technical guidance and assistance when appropriate or required. He/she shall be knowledgeable and experienced with related craft worker-hour estimating, material pricing, performing quantity takeoffs, statistical analysis, cost and price analysis, life cycle analysis, vendor/subcontractor solicitation, wages and rates for related domestic areas and/or regions and report writing. • Must be skilled in understanding engineering drawings, how to generate bulk material quantities, how to assemble and present estimate data in a simple, clear format, and how to read and interpret engineering and implementing cost reports • Must understand and be able to prepare and review contractor estimated material takeoffs and pricing • Review of contractor estimates and the preparation of AFE and Alyeska estimates. This includes conceptual, control, fixed price estimates for studies, change requests, and



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	<p>comprehensive project estimates</p> <ul style="list-style-type: none"> • Support and ensure program-wide effective estimating integration by adhering to established project control system policies and procedures and providing support to Project Management in Value Engineering and engineering/implementation studies • Insure that weighed engineering and construction (implementation) activities are based on control estimates and are consistent with physical progress measurement • Understanding of technical processes, engineering drawings, quantity determinations, and mathematical and financial reports • Perform quantity takeoffs, statistical analysis, and report writing • Monitor and maintain estimate review processes <p>Major Deliverables:</p> <ul style="list-style-type: none"> • Maintain the reviewed and validated estimate of record. Maintain the estimate review status report and estimate log. Provide assistance in development of Authorizations For Expenditure (AFE's) • Develops positive cross departmental relationships and works closely with project accounting and business planning • Maintain the APSC Project Estimate Template. Communicate via telephone and electronic mail with internal and external contacts • Read/interprets estimates, resource loaded schedules, progress and cost reports • Works closely with engineering counterparts to understand and analyze scope of work, change orders, and resultant project impacts • Supports preparation of long range forecasts
<p>Knowledge, Skills and Abilities:</p>	<ul style="list-style-type: none"> ▪ Analysis & Problem Solving ▪ Financial Management ▪ Interpersonal Communication ▪ Job Specific Computer Expertise ▪ Operations ▪ Planning ▪ Project Management ▪ Information Management
<p>Contributor Level</p>	<p>Individual Contributor</p>
<p>Pre-Employment Drug Screen Testing</p>	<ul style="list-style-type: none"> ▪ Alyeska Pipeline Service Company (APSC) requires pre-employment drug testing utilizing hair test collections for all positions. The preferred collection site is from the head (approximately 1/2 inch of hair length necessary). Head hair testing provides an approximate 90 day window of detection that checks for drug use. In addition, for Department of Transportation covered positions, APSC will also utilize urinalysis testing. Any positive drug test makes you ineligible for APSC employment. ▪ It is important to note that APSC does not seek or accept any genetic information as part of the hair testing procedure or any other process that could directly or inadvertently provide genetic information (family medical history).
<p>Employment Verification using E-Verify</p>	<ul style="list-style-type: none"> ▪ Federal Law requires all employers to verify identity and employment eligibility of all persons hired to work in the United States. Alyeska Pipeline Service Company participates in E-Verify. ▪ E-Verify is an Internet-based system that compares information from an employee's Form I-9, Employment Eligibility Verification, to data from U.S Department of Homeland Security and Social Security Administration records to confirm employment eligibility. http://www.dhs.gov/e-verify



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TWIC	<ul style="list-style-type: none">▪ The Alyeska Valdez Marine Terminal (VMT) is a regulated facility, and the employee hired to work on the VMT or to provide emergency support or other approved work for the VMT will be required to have a Transportation Worker Identification Credential (TWIC). For more information about this Federal credential access the Web site listed below. The successful candidate for this job will be notified if a TWIC will be required and will then be responsible for enrolling and obtaining a TWIC prior to their hire date. http://www.tsa.gov
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