



Estimator

Company: Northern Group of Companies

(Northern Caulking, Titanium Workforce Solutions, Phoenix Caulking)

Location: Mississauga, Ontario, Canada

Employment Type: Full-Time (up to 44 hrs per week)

Reports To: VP of Estimating and Sales

The Northern Group of Companies is a growing, Ontario-based group of businesses operating across construction services, workforce solutions, distribution and specialty brands. We pride ourselves on quality work, strong team culture, and continuous improvement across all divisions.

Position Summary

Northern Caulking Inc. is seeking a knowledgeable and detail-oriented Estimator to join our team. This role involves assessing project requirements, preparing accurate estimates for the following but not limited to sealant, caulking, firestopping, thermal insulation, 2lbs spray foaming insulation, cementitious and intumescent fireproofing applications along with supporting project planning and client communication.

The ideal candidate has hands-on experience with spray foam systems, strong measurement and estimating skills, and the ability to work independently in the field.

Key Responsibilities

- Assist in preparing detailed cost estimates and quantity take-offs for a range of projects, ensuring accuracy and competitiveness.
- Analyze tender packages and identify material specifications, inclusions and exclusions within project scopes.
- Coordinate with the Estimation Lead to ensure timely and accurate bid submissions.
- Communicate with clients to clarify scope discrepancies or missing information in tender packages.
- Evaluate project feasibility based on provided documents and conduct primary assessments in consultation with the Estimation Lead.
- Assist in developing project schedules, including schedules of values (SOV's) for field crew.
- Attend and contribute to scope review meetings with clients and internal teams.
- Identifying cost-saving opportunities and risk factors during the estimation process.
- Download, organize and maintain tender package files in SharePoint and OneDrive, following standard file structures.
- Upload necessary estimating documents to SharePoint, ensuring proper documentation control.
- Assist in preparing and maintaining typical drawings related to caulking, expansion joints, ULC requirements, and other estimating needs using Bluebeam.



- Provide weekly project status updates to the Estimation Lead, including timeline projections and key deliverables.
- Track and maintain an updated quote schedule ensuring all deadlines are met.
- Draft and send professional emails, memos and reports.
- Communicate effectively with teams, members, clients and external partners via phone, email and in-person meetings.
- Provide general office support to the Estimating team including answering calls, organizing files and distributing mail.
- Support the Estimation Lead with daily operational and administrative tasks as required.
- Strong understanding of architectural drawings, specifications and material take-offs.
- Detail-Oriented with excellent analytical and problem-solving skills.
- Ability to work independently while maintaining strong collaboration with cross-functional teams.
- Strong knowledge in sealants, caulking, firestopping, thermal insulation, 2lbs spray foaming insulation, cementitious and intumescent fireproofing applications
- Review project drawings, specifications, and tender documents to determine scope of work
- Prepare detailed and accurate estimates for sealants, caulking, firestopping, thermal insulation, 2lbs spray foaming insulation, cementitious and intumescent fireproofing applications
- Communicate with project managers, clients, and field teams to clarify scope and requirements
- Maintain organized records of estimates, quotes, and project documentation
- Support handoff of awarded projects to operations team
- Perform accurate measurements and calculate material, labor, and equipment requirements
- Identify potential risks, access challenges, and safety requirements (including working at heights)
- Maintain records of estimates, site notes, and client interactions
- Stay current with industry standards, materials, and best practices
- Strong knowledge in (ICI) Industrial, commercial, institutional and residential projects

Qualifications & Experience

- Experience in estimating within construction, preferably in fireproofing, spray foam insulation and/or caulking
- Strong understanding of construction drawings and specifications
- Proficiency in estimating software and Microsoft Office (Excel, Outlook, etc.)
- Knowledge of materials, equipment, and installation methods related to spray foam, firestopping and sealants
- Excellent attention to detail and organizational skills
- Strong communication and time management abilities
- Ability to work independently and manage multiple projects
- Experience with takeoff software (e.g. Bluebeam)



- BS Degree or Diploma in Architectural Technology, Construction Management or Civil Engineering.
- Minimum 3+ years of relevant experience in construction estimation, cost analysis or project coordination.

Working Conditions

- This is an office with minimal work from home due to confidentiality of company information.
- Site visits may be required, involving exposure to outdoor elements, construction materials and loud noise levels.
- Compliance with on-site safety requirements, including the use of safety footwear, vests and hard hats.
- Travel may be required; mileage reimbursement provided via an approved tracking app (e.g., MileIQ)
- Office hours 8am-5pm.

Compensation & Benefits

- Compensation Pay Scale: \$45,000.00 to \$60,000.00
- Vacation pays and public holidays in accordance with Ontario Employment Standards
- Health benefits, RRSP matching and performance-based bonuses.
- Training and growth opportunities

How to Apply

Please submit your resume to HR@northerncaulking.com. While we thank all applicants for their interest, only those selected for an interview will be contacted.

The Northern Group of Companies is an equal opportunity employer. We are committed to fostering an inclusive and supportive work environment. This position is governed by the Ontario Employment Standards Act, 2000, and all applicable provincial legislation. Employment classification, hours of work, overtime, vacation, and statutory entitlements will be provided in accordance with Ontario law. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), accommodations are available upon request throughout the recruitment and selection process.