

Job AD: Drywall Estimator

Location: Calgary, Office

Compensation Group: Employee

Compensation Type: Full Time, Salary

Posting Date: Oct 15, 2025

Availability: Immediate

We are Seeking: We are currently seeking a Drywall Estimator to join our Team.

About Us: Great Western Interiors is a 30+year Insulation and Drywall Contracting Company operating within the Calgary, Edmonton and Columbia Valley areas. We are committed to providing our clients with quality workmanship while meeting expected timelines with an excellent service program. We are currently providing our services for New Residential Builds, Renovations and Multi-Family projects.

What's in it for you: We are an expanding, dynamic and reputable company with opportunities for continued long-term work and advancement. We provide competitive pay-scale, paid vacation, GRSP matching program, a collaborative team environment, thriving company culture, training, and profit-share potential.

Location: This position is based in Calgary, Alberta. This is an office-based position.

Hours: Full-Time Monday-Friday, 40 hours per week.

Ideal Candidate: Our ideal candidate is highly organized, customer-focused and has experience in the construction estimation sector. They show initiative, are committed to obtaining high quality results and see tasks through to the end. They are organized, prepared and confident communicating with various groups including GWI Team, Sub-Contractors, builders, suppliers and homeowners to achieve high quality results. They are team players offering help when available and accepting help when needed.

Position Overview: As the Drywall Estimator, you will play a valuable and crucial role in contributing to creating and submitting completed bid tenders, estimates and pricing projects. You will directly work with our builders and clients as the initial point of contact for all GWI projects.

The Drywall Estimator is responsible for analyzing blueprints, specifications, and related documents to prepare accurate and competitive estimates and quotes for residential, multi-family and commercial drywall projects. This position plays a critical role in ensuring project profitability and maintaining strong client relationships. They are responsible for building estimating processes and documentation to ensure the estimating department runs efficiently.

The Estimator requires strong multitasking abilities, exceptional communication skills, and keen attention to detail. They work with the GWI team, clients, and vendors to achieve high quality results. The Estimator is expected to contribute to the company's growth, profitability, and effectiveness in all aspects of our business.

Key Responsibilities:

1. Bid & Tender Support

- Lead in preparing and assembling tender packages and proposals.
- Track bid deadlines and ensure timely submissions.
- Review bid invitations and identify required scope.

2. Takeoff, Pricing, Estimation & Quotation

- Review project plans, specifications, and scope of work to prepare detailed and accurate cost estimates for drywall and related services (Insulation, boarding, taping, etc.)

- Conduct quantity take-offs using digital tools or manual methods.
- Request and review quotes from vendors and subcontractors.
- Develop pricing structures and submit competitive bids on time.
- Collaborate with senior estimators, site supervisors, clients, subcontractors, and suppliers during the bidding process.

3. Document Management

- Maintain an organized system for drawings, specifications, and other tender documents.
- Maintain accurate records of historical pricing, subcontractor/vendor quotes, and project files.
- Maintain and update estimating databases and historical cost records.

4. Data Documentation & Analytical Support

- Maintain and track VPO requests and Price Tracking Sheet.
- Follow up on the requested PO and VPO within the specified timeframe.
- Enter unit pricing, and historical information into estimating templates.
- Review job profitability to analyze and improve estimating accuracy.
- Support the accounting team to ensure timely and accurate invoices.
- Assist with budget management and financial tracking for estimating team.

5. Client Relationships

- Support, build and maintain positive and professional relationships with builders and clients.
- Attend and represent GWI at pricing and tender meetings and industry events.
- Contribute to marketing and sales strategies as defined by the company.

6. Technology and Process Improvement:

- Support in tech stack implementation including new takeoff software.
- Portal Access: Ability to navigate Builder Portals to locate information and submit required estimating documentation.
- Identify opportunities to streamline workflows, improve estimation service delivery, and enhance operational efficiency.
- Create, review and update Estimating SOPs to ensure consistent process and scalability across all GWI divisions.
- Assist in the implementation of new business strategies and services as needed.

7. Other Duties:

- Handle confidential information with integrity and discretion. Maintain confidentiality of GWI quotes and pricing, contractor rates, homeowner information, pay and other sensitive information.
- Contribute to team meetings and collaborate with GWI team to achieve business objectives.

Required Skills and Qualifications:

- High school diploma or equivalent required; construction-related degree or certification is a plus.
- 2+ years of estimating experience in drywall or related construction trades (framing, insulation, acoustical ceilings, etc.).
- Strong knowledge of construction documents, drawings, and specifications.
- Proficient in estimating software (e.g., Bluebeam, PlanSwift, AutoCAD, Windbid, or equivalent).
- Familiarity with Microsoft Office Suite (Excel, Word, Outlook).
- Excellent math, analytical, and organizational skills.
- Strong communication skills, adaptable to utilize multiple communication platforms (phone, text, email, in-person, and software) to effectively solve problems.

- Collaborative Teamwork skills. The ability to take direction and work effectively alongside a team to achieve solutions.
- Ability to work independently and meet deadlines in a fast-paced environment.
- Knowledge of basic financial concepts to understand how GWI ensures it is profitable

Work Environment:

- Office-based with potential flexibility for hybrid work.
- Occasional off-site work may be required for vendor or client meetings, events and supply sourcing.

What We Offer:

- A thriving company culture within a positive and collaborative work environment.
- Competitive compensation, reflective of experience
- Long-term employment opportunities within an industry-leading company
- Opportunities for professional development and career advancement
- Company events and team-building opportunities
- Casual Dress
- Free on-site parking
- Paid Vacation, CPP Contributions, GRSP matching, Profit-Share incentives and Tax management

A Successful Candidate lives the GWI Culture and Core Values within their personal and professional life.

1. Honesty
2. Above the Line Accountability
3. Respect
4. Team
5. Positivity
6. 6P's of Preparation

If you are a reliable and motivated individual with experience within the construction estimation sector, this Drywall Estimator position offers an excellent opportunity to build valuable experience while working in a positive team setting. Join our team and contribute to the creation of exceptional spaces through quality drywall installations.

Great Western Interiors an equal opportunity employer. All applications will be reviewed; only qualified candidates will be contacted for an interview. Only local candidates will be considered.

Please note that this job description is for informational purposes only and represents a general overview of the position. This is not a comprehensive list of all responsibilities, duties, and skills required for this position. The employer reserves the right to modify the job description as needed.

How to Apply: Please email your resume and cover letter to careers@greatwesterninteriors.com ensuring the subject line of your email is as follows: Application for Drywall Estimator Position, Your Name

Application Deadline: Job Posting will remain active until the position has been filled.