

A Day in the Life

Trainee Estimator



My name is Tom. I am currently attending Nottingham Trent University where I am completing a degree in Construction Management and am in my 4th and final year. I decided to join B+K, because of the great career opportunities offered by the trainee programme.

Working full time whilst studying is definitely a challenge; but a very rewarding one. The best part of my job is gaining an understanding of how a building is put together. Helping to price almost every aspect of a project's construction, means that you appreciate the complexity of construction projects and the challenges they bring.

Typically, my day starts at 8:30am with a review of the work carried out on the previous day and checking e-mails to make sure I'm up-to-date.

9.00am: Whether it's completing previous work, or beginning a whole new task, this is where the working day begins. Often, this will include co-ordinating with other team members who are assisting senior colleagues. This is where a large portion of the 'on the job' training occurs. Sometimes the whole day will be spent on site to meet with subcontractors.

11.00am: Tasks include measuring, issuing tender enquiries, liaising with subcontractors, creating quote comparisons, attending internal/external meetings, creating document schedules and raising queries with the client. Any of these tasks may require working closely

with other members of our team. This means you'll be interacting with people from different professional backgrounds, with different skillsets, all of which can help you improve your own knowledge.

Lunch is usually from **12:30-1:30pm** and then it's back to work! Not only do Estimators work with a variety of different people, we also use a variety of software. Some, such as Microsoft Office is very familiar, although there's a strong focus on Microsoft Excel. Specialist software such as 'Conquest Q' and our measurement software 'On-Screen Take-off' is used daily.

3.00pm: Time is precious in the Estimating department, which can be quite fast paced at times. It's important to communicate well and the end of the day is important in this respect. Whether it's updating my line manager with current progress, or letting others know I've finished my task, it's important to make sure everyone is up to date.

A typical day for me finishes at 5:30pm, with a last check/review on my work and emails for the day. If possible, I spend time preparing for the next day, to give myself a head start.

