

Project Estimator
Xypex Chemical Corporation, Richmond BC

Title: Project Estimator
Employment Type: Full-time, Permanent
Reporting to: Director, Marketing & Sales Operations
Location: Richmond, BC, Canada (On-site)
Schedule: Monday-Friday, 8:00AM – 4:30PM
Department: Sales, USA & Canada

About Xypex

Xypex Chemical Corporation is a global leader in advanced solutions for waterproofing, protection, and repair of concrete structures. For over 50 years, our proprietary crystalline technology has been trusted by architects, engineers, and contractors in over 90 countries.

Position Overview

We are looking for a detail-oriented and analytically minded construction market Project Estimator to join our team. The Project Estimator is a cross-functional role, focusing on strengthening Xypex's sales pipeline by identifying and evaluating construction projects and deliver actionable intelligence to our Sales team. This is an exciting role for candidates who thrive in analytical, research-driven, and cross-functional support roles will be best suited to this position.

Key Responsibilities

Market Research & Project Identification

- Monitor the North American construction market to identify active projects in design and bid phases
- Evaluate projects for product applicability, assessing scope, value, timeline, and competitive positioning to prioritize sales team outreach
- Track projects from initial identification through contract award, maintaining accurate stage and status records throughout

Document Analysis & Quantity Take-Offs

- Review architectural and engineering drawings, specifications, and bid documents to determine product relevance and application scope
- Perform volumetric quantity take-offs to estimate product requirements per project
- Analyze Division 3 and Division 7 specification sections to determine whether Xypex is specified, at risk of substitution, or unspecified, and flag risks to the sales team ahead of bid deadlines
- Summarize findings clearly and concisely for sales representatives who may not have an estimating background

CRM Management & Reporting

- Maintain accurate, current project records in the Project Tracking CRM, including stage, specification status, estimated value, and win/loss outcomes
- Generate regular pipeline and performance reports tracking key metrics such as specification retention rates and project win/loss ratios by region

Sales Team Support

- Serve as the primary internal resource for project intelligence, equipping sales representatives and regional directors with data to engage the right customers at the right time
- Collaborate with the sales team to prioritize outreach on high-value or time-sensitive projects where Xypex specification is at risk or not yet secured
- Support preparation of project-specific product application summaries, specification assistance packages, and substitution response materials as needed

Education & Qualifications

- Bachelor's degree in Civil Engineering, Construction Management, Building Technology or a technical diploma with strong relevant experience
- Minimum 2 years in construction estimating, project management, technical sales support, or with a building products manufacturer or distributor
- Experience reading construction drawings, specifications, and bid documents; Division 3 and/or Division 7 product knowledge strongly preferred
- Proficiency in quantity take-off methods including volumetric calculations; working knowledge of Bluebeam Revu, AutoCAD, or SketchUp
- Intermediate to advanced Microsoft Excel; experience with Salesforce CRM platforms and project tracking tools; familiarity with Dodge or ConstructConnect an asset
- Strong analytical and communication skills — written and verbal — with the ability to translate technical findings for sales and management audiences
- Detail-oriented, self-motivated, and able to manage a high volume of active projects with minimal supervision

Compensation & Benefits

Salary range: \$75,000-\$90,000

The salary offered to the successful candidate will be based on their experience, knowledge and skills they bring to Xypex. While the expected salary range is \$75,000-90,000 annually, we may consider a different amount depending on the experience, knowledge, and skills of the successful candidate. Our total rewards package offers benefits, promotes internal equity, and supports team members at all levels of our organization, and includes the following:

- RRSP Matching to support you in saving for your future.
- Generous extended health benefits, including a health spending account.
- Three (3) weeks' vacation.
- Professional development opportunities and mentorship from experienced business leaders.

Why Join Us

At Xypex, you'll be part of a globally recognized leader in concrete durability solutions, working in a collaborative and innovative environment. You will:

- Be hands-on with product testing and innovation.
- Work with innovative technology trusted in major infrastructure and commercial construction.
- We are a growing Canadian company with international reach. Your work will directly support better, longer-lasting structures — and you'll be part of a team that is proud of the impact we make.



Diversity, Equity & Inclusion:

Xypex Chemical Corporation is committed to bringing together the most diverse perspectives, backgrounds, and experiences because we fundamentally believe that different views and rich contributions from such a mix will make us stronger. We strive to create a workplace that reflects the communities we serve and where everyone feels empowered to bring their full, authentic selves to work.

How to Apply

Please send your Resume and Cover letter (Optional) to recruiting@xypex.com with the subject line "Project Estimator – [Your Name]."

While we appreciate all applications, only those selected for further consideration will be contacted.