

**XOM Cost Estimating Engineer – The Woodlands**

**Request ID: 3879-1**

**Start/End Dates: 2/20/2017 - 2/28/2018**

**Work Location: 1109-ExxonMobil Campus**

**Job Title: EMDC-PM&E - Project Services - Cost Estimating Engineer**

**Job Description: MAIN FUNCTIONS**

The Cost Estimating Engineer will perform or coordinate effort for cost estimate preparation, estimating oversight and quality assurance reviews for ExxonMobil operated and Other Builder Operator estimates for all EMCAPS Gate and Funding milestones. The Cost Estimating Engineer will also prepare Check Estimates and Schedules to compare with OBO Operator-prepared submittals. Also this person will participate in estimate / Schedule assessments (verification of project cost & schedule bases). Lastly, they are expected to participate in Estimating Group process efficiency tools and quality assurance review process improvements.

**TASKS AND RESPONSIBILITIES**

- Assist Estimating Group Supervisor with analysis and planning for C&SD Estimate / Schedule staffing requirements
- Mentor less experienced group members and ensure the technical quality of work
- Provide input for personnel performance appraisal for cost and schedule practitioners as requested
- Assist Area Supervisors with updates of weekly Project Services Status Report and project status summary reports
- Promote and facilitate effective communication, teamwork, and alignment among Cost & Schedule Development personnel and others
- Conceive, implement or participate in capital efficiency improvement initiatives
- Internal Coordination:
  - Cost & Schedule Area Advisors/Supervisors – Project Management Area Advisors (Planning & Controls) – Project Planning & Controls (Business) Managers and Project Controls Leads assigned to Projects – C&S Technology Manager – C&S personnel permanently assigned to projects
- External Coordination:
  - Counterparts in EMRE and Chemicals (CPM) project management organizations

**QUALIFICATIONS AND EXPERIENCE**

- Entry level or experienced professional position with a bachelor's of engineering degree
- Skills to negotiate and broker successful solutions between Internal Coordination parties above
- Basic to advanced level proficiency in Cost Estimating, Project Planning and Project Controls
- Strong Influencing, consulting, mentoring, analytical, and computing skills
- Adaptability to changing priorities
- Strong interpersonal and communication skills

**Release Comments: Please notice this assignment is an 8hr day. The assignment will pay \$455 to \$680 USD DBR based on relevant experience. Finally, local candidates will be given first consideration.**

Sincerely,

**Shawna Leatherwood**

Principal Consultant – Oil, Gas and Chemicals

NES Global Talent

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