



Windfields Mechanical Group Inc.

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www.windfieldsmechanical.ca

operations@windfieldsmechanical.ca

We are Hiring!

Job description - Mechanical Estimator

Windfields Mechanical is a privately owned and operated business specializing in welding fume extraction systems, vehicle exhaust extraction systems, and industrial ductwork solutions. We are dedicated to quality workmanship and exceptional customer service.

We are currently seeking a Mechanical Estimator to join our growing team. This is a full-time, permanent position -remote position. The ideal candidate is detail-oriented, highly organized, and ready to thrive in a fast-paced environment.

Key Responsibilities

- Prepare accurate and timely cost estimates for welding fume extraction systems, vehicle exhaust extraction systems, and industrial ductwork projects.
- Managed HVAC and exhaust extraction projects from design to commissioning.
- Prepared layouts, performed equipment sizing, and developed custom ventilation solutions.
- Reviewed drawings, specs, and budgets; coordinated with engineers, contractors, and vendors.
- Produced BOMs, estimates, and technical documentation; ensured code and safety compliance.
- Supervised installations and provided technical feedback for product improvements.
- Attend site walk-throughs and meetings to determine project scope.
- Analyze drawings, specifications, and related documents to prepare labour, material, and cost breakdowns.
- Collaborate with clients, vendors, subcontractors, and internal teams to review project requirements, resolve issues, and finalize estimates.
- Provide estimates for vendor/subcontractor selection.
- Evaluate labour and material requirements to propose cost-effective solutions.
- Develop project plans and timelines for successful project execution.
- Support project director with updates and adjustments as required.

Qualifications

- Minimum 3- 5 years of experience in mechanical estimating (commercial/industrial ventilation, , ductwork, or related fields).
- Strong understanding of construction & mechanical drawings and specifications.
- Mechanical Estimator certification is an asset.
- Experience with Field Service Management Software is an asset.
- Excellent organizational and time management skills.
- Strong communication skills with the ability to represent the company professionally.
- Proven ability to work independently while contributing to a team.
- Positive attitude, strong work ethic, and effective problem-solving abilities.
- Have at least 1-2 years of sheet metal or ventilation installation experience (commercial/industrial experience is an asset)
- Hold a valid Sheet Metal Worker license with the Ontario College of Trades as an asset.
- Possess a valid G driver's license with a clean abstract
- Have current safety certifications: Elevated Work Platform, Working at Heights, WHMIS, and 4-Step Training
- Be able to work independently as well as part of a team
- Bring a strong work ethic, positive attitude, and attention to detail
- Have excellent problem-solving and communication skills
- Represent the company professionally with clients and contractors

Compensation & Benefits

- Competitive wages based on experience and qualifications
- Opportunities for advancement within a growing company

Work Schedule

- Monday to Friday, 8:00 AM – 4:30 PM
- Hybrid position

 **To Apply:** Please submit your application to operations@windfieldsmechanical.ca

Note: Only candidates selected for our pre-screen process will be contacted.