

Commercial Roofing Estimator (Remote)

Location: Remote (Work from Anywhere in the U.S.)

Company: Six Star Construction, LLC

Compensation: Hourly Pay (Flexible Hours) with Opportunity to Advance into a Salaried Position

About Six Star

Six Star is an established and growing commercial roofing company with expanding General Contracting operations throughout Texas and Florida. As our business continues to grow, we are seeking a detail-oriented and experienced Commercial Roofing Estimator to join our team. This position offers the flexibility of remote work while playing a critical role in supporting our roofing and construction operations.

The ideal candidate will possess strong commercial roofing knowledge, exceptional attention to detail, and a commitment to producing accurate, competitive estimates. We are looking for someone who is open-minded, adaptable, and willing to learn our internal estimating processes and software systems.

Position Summary

The Commercial Roofing Estimator is responsible for reviewing project specifications, analyzing construction documents, performing material take-offs, obtaining vendor pricing (from select pre-approved vendors), and preparing accurate cost estimates for commercial roofing projects. This role works closely with sales, project management, and operations teams to ensure successful project bidding and execution.

Commercial roofing experience and knowledge are required.

Key Responsibilities

Estimating & Bid Preparation

- Analyze blueprints, specifications, drawings, and project requirements to prepare accurate labor, material, and cost estimates.
- Perform detailed material take-offs for commercial roofing projects.
- Prepare comprehensive project proposals and bid packages.
- Collaborate with project managers and sales teams during the pre-construction and bidding phases.

- Review project scopes and identify potential risks, omissions, and cost-saving opportunities.
- Follow established company estimating procedures and protocols.

Material & Vendor Coordination

- Source and price roofing materials, equipment, and subcontractor services from established pre-approved vendors selected by executive team.
- Coordinate availability for specialty and long-lead-time materials.
- Maintain current knowledge of material costs and market trends.

Client & Team Communication

- Communicate with clients, vendors, and internal team members to clarify project scope and requirements.
- Support sales and project management teams during proposal development and project handoff.
- Participate in virtual meetings as needed to discuss estimates and project opportunities.

Documentation & Software Management

- Maintain accurate estimating records and project documentation within company systems.
- Utilize JobTread software for estimating and project tracking (training provided).
- Experience with Estimating Edge, or similar CRM/estimating platforms is a plus but not required. Commercial Roofing knowledge is required
- Track historical pricing and project data to improve estimating accuracy and efficiency.
- Ensure all estimated documentation is complete, organized, and properly communicated.

Qualifications

Required

- Minimum of 3 years of commercial roofing estimating experience.
- Strong knowledge of commercial roofing systems, materials, and installation methods.
- Ability to read and interpret blueprints, specifications, and construction documents.
- Strong mathematical, analytical, and problem-solving skills.
- Proficiency with Google Workspace, Microsoft Apps, and estimating software.
- Excellent organizational, time management, and communication skills.
- Ability to work independently in a remote environment while meeting deadlines.
- Willingness to learn new software, processes, and company-specific estimating protocols.

Preferred

- Experience with JobTread, Estimating Edge, or similar construction management and estimating platforms.
- Commercial construction or general contracting estimating experience.

Work Environment

- Fully remote position with flexible scheduling.
- Candidates may be located anywhere in the United States.
- No site visits or roof inspections are required.
- Training will be provided on Six Star's internal systems and JobTread software.

Why Join Six Star?

- Flexible remote work environment.
- Competitive hourly compensation, \$35 per hour, plus commission.
- Opportunity for career growth into a full-time salaried position.
- Join an established roofing company with a growing General Contracting division.
- Work with a team that values accuracy, integrity, collaboration, and professional development.

If you are an experienced commercial roofing estimator seeking flexibility, growth opportunities, and the chance to contribute to a rapidly expanding organization, we encourage you to apply at careers@sixstartx.com.