

Estimating Intern

About Spaxel

Spaxel is a forward-thinking real estate company that owns, operates, and develops innovative residential projects. By leveraging cutting-edge technology and modern operational models, we create distinctive living experiences that stand out in the market. With a centralized back-office located in Prishtina, we handle key operations such as tenant support, marketing, leasing, procurement, accounting, IT, interior design, and architecture. Our centralized property management team supports on-site operations across a portfolio of multifamily residential properties, ensuring efficiency and operational excellence.

Position Overview

We are looking for an experienced Estimating intern with a keen eye for detail to join our team. The successful candidate will be responsible for analyzing project specifications, preparing accurate cost estimates and ensuring competitive and profitable bids. Strong analytical skills, industry knowledge and the ability to work effectively with project managers, vendors and clients are essential for this role.

Key Responsibilities

- Review project plans, specifications, and requirements to determine scope and cost.
- Perform quantity take-offs and cost analysis for labor, materials, and equipment.
- Prepare detailed and accurate cost estimates, budgets, and bid proposals.
- Work closely with suppliers, subcontractors, and vendors to obtain competitive pricing.
- Analyze historical data and market trends to improve pricing strategies.
- Participate in pre-bid meetings, site visits, and client discussions.
- Collaborate with project managers, engineers, and other stakeholders to ensure cost-effective solutions.
- Identify potential risks and opportunities in project estimates.
- Maintain up-to-date knowledge of industry standards, construction methods, and cost trends.
- Assist in post-bid negotiations and contract finalization.

Qualifications

- Excellent English communication skills (both written and verbal) are a must
- Bachelor's degree in Construction Management, Engineering, Business, or a related field (preferred)
- Proficiency in estimating software such as Bluebeam, PlanSwift
- Strong knowledge of construction methods, materials, and labor costs.
- Excellent analytical, mathematical, and problem-solving skills.
- Ability to read and interpret blueprints, technical drawings, and specifications.
- Strong negotiation and communication skills.
- Detail-oriented with the ability to manage multiple estimates simultaneously.
- Proficiency in Microsoft Office Suite (Excel, Word, Outlook).
- Ability to work independently and in a team environment.

What We Offer

- **Position:** Estimator
- **Location:** Prishtina
- **Schedule:** Monday-Thursday from 2:30 PM to 11:00 PM, with remote work on Fridays from 12:30 PM to 9:00 PM.
- **Compensation:** Competitive salary package, commensurate with experience
- **Contract:** In accordance with Kosovo Labor Law
- **Work Environment:** Be part of a dynamic, forward-thinking team with a global impact.
- **Professional Growth:** Opportunities for learning, growth, and career advancement within an expanding real estate company.

Instructions for applying

To apply, please complete the application by filling out the [Recruitment Application Form](#). If you have any questions, feel free to reach out to us at careers@spaxel.com.

Only shortlisted candidates will be contacted.

Deadline: 15.11.2025