Cost Estimator Resume Sample

Your Full Name

Sender’s Mailing Address

Sender’s Phone Numbers

Sender’s Email Address

Professional Summary

* Meticulous cost estimator adept at identifying and tracking costs to ensure an optimal allocation of business resources.
* Committed to provide accurate cost projections and communicating with all relevant parties to verify costs and make adjustments as necessary.
* Specialize in presenting detailed accurate cost estimates.

Core Qualification

* Vast knowledge of manufacturing processes and business procedures.
* Strong grasp of all industry standard cost estimating techniques.
* Proficient in the use of all applicable software programs.
* Ability to work well under pressure and meet deadlines.
* Excellent analytical and observational abilities.
* Strong mathematical and financial skills.
* Very good internal and external communication abilities.

Work Experience

Program manager – cost estimator

Xyz manufacturing

2010-2012

Created an innovative application for radar system engineers that reduced hardware design time by 35% and errors by 60%

* Increased the reliability and realism of manpower and budget projections by 25% by building a WBS based resource mapping tool for use by decision makers.
* Developed and deployed an Excel based cost estimation model for use during the entire proposal life cycle (estimation, negotiation and audit) which became the program standard due to its accuracy, ease of use and speed.

Cost Estimator

Xyz industries

2008-2010

* Advised management on potential cost issues and suggested possible resolutions.
* Compliance all state and federal regulations while estimating costs.
* Verified all figures and statistical data to ensure the accuracy of results.
* Attended project meetings as requested and discussed anticipated costs.
* Congregate cost data from manager’s department heads and clients.
* Prepared and presented cost models along with budget reports.

Education

Bachelor of science- finance 2005

University of California

Associate’s Degree- Manufacturing Engineering 2008

University of California