



Building Relationships Since 1957.

A blurred background image of a construction site. In the foreground, there are rows of rebar for a concrete slab. In the background, a construction worker wearing a yellow hard hat and a dark shirt is visible, working on a structure. The sky is blue with some clouds.

If You Have the Motivation,
We Have the Destination.

Position: Pre-Construction Manager

J&S Construction® is a fourth generation, family-owned and operated, General Contractor that employs approximately 80 of the finest craftsmen and trade professionals in the industry. Our diverse portfolio includes new construction and renovation services for commercial, healthcare, religious, government and industrial facilities. Having completed more than 250,000 square feet of LEED® certified space for private owners and government entities, we are also one of the foremost builders of LEED-certified buildings in Tennessee.

Located in Middle Tennessee, J&S Construction is strategically placed to provide services to the Southeast as well as various other states. Having completed projects from Kansas to Florida and Texas to Virginia, J&S Construction is able to perform general contracting services in more than 30 states.

The majority of our work is completed within 100 miles of our corporate headquarters, located in Cookeville, Tenn. We are one of the oldest and largest construction companies between Nashville and Knoxville. Our strategic plan is not to be the biggest, but to be the best, and to be large enough to successfully serve all of our clients' needs. We have a repeat client rate of over 75% each year and 99.6% of our clients, at the conclusion of their projects, say they will use J&S Construction on their next project.

J&S Construction is an innovative company offering a four-day workweek (Monday–Thursday, 10-hour shifts) to give our team more time with their families. We take pride in delivering exceptional service and are looking for a Pre-Construction Manager who shares our passion for excellence and teamwork.

As a Pre-Construction Manager, you will play a critical role in estimating and planning construction projects. Working closely with the Director of Pre-Construction, the Business Development Team, and the Project Management Team, you will ensure superior service for clients while fostering strong relationships with subcontractors and vendors.

This position requires on-site work at our Cookeville office.

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Key Responsibilities

- Review architectural plans and specifications for project understanding.
- Attend pre-construction and job meetings as needed.
- Identify key trades and notify selected subcontractors of bid dates.
- Solicit and analyze subcontractor and vendor pricing.
- Communicate with subcontractors, vendors, and internal teams on project progress.
- Maintain subcontractor and market pricing databases.
- Perform quantity takeoffs and scope-of-work assessments.
- Utilize or learn construction estimating software (On-Screen Takeoff, SAGE Estimating).
- Perform mathematical calculations related to cost estimating.
- Manage multiple tasks while meeting strict deadlines.



Qualifications & Skills

- Experience in general construction and ability to read architectural plans.
- Detail-oriented with a willingness to learn.
- Strong communication and organizational skills.
- Ability to multi-task in a fast-paced environment.
- Experience in construction estimating is a plus.

Company Benefits

- Three-day weekends most weeks
- Medical, dental, and vision insurance
- 401(k) with employer matching
- Short- & long-term disability insurance
- Paid vacation & holidays
- Bi-annual profit-sharing bonuses
- Company-sponsored education & training
- Career growth opportunities



If interested in joining the J&S Construction Family, send your resume and cover letter to careers@jsconstruction.com.

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