

BOQ / Estimation Engineer – MEP / HVAC / Fire Fighting

Job Description | Prepared by Cusec Consulting

Function / Department	Estimation / Costing (MEP)
Location	Gurgaon, Haryana (on-site)
Employment type	Full-time, Permanent
Salary	Negotiable
Experience	1–4 years (candidates with relevant BOQ / Estimation experience preferred)
Industry	MEP / EPC Contracting
Reports to	Estimation / Costing Lead (Sales Engineer – Costing)
Reference code	CUSEC-UE-EST-BOQ-ENG-01

About the opportunity

This role is with a well-established MEP/EPC contracting organisation based in Gurgaon, delivering mechanical, electrical, plumbing, HVAC and fire-protection systems across industrial and commercial projects. The hiring is being managed by Cusec Consulting, a management and talent-advisory firm partnering with leading real-estate, infrastructure and MEP/EPC organisations.

We are seeking a BOQ / Estimation Engineer to prepare and review Bills of Quantities and support estimation and costing for MEP, HVAC and fire-fighting works — carrying out quantity take-offs from drawings, verifying quantities, and coordinating with the Project, Execution and Procurement teams.

Role overview

The BOQ / Estimation Engineer prepares accurate Bills of Quantities and detailed quantity sheets from engineering drawings and specifications, supports estimation and quotation preparation, and ensures quantities are complete, accurate and aligned with project requirements. The role suits a detail-oriented engineer with good numerical skills and a basic understanding of MEP, HVAC and fire-fighting works.

Job responsibilities

- Prepare and review BOQs (Bill of Quantities) based on drawings, specifications, and project requirements.
- Carry out quantity take-offs from engineering drawings and prepare detailed quantity sheets.
- Understand and interpret project drawings, specifications, and scope of work.
- Apply basic knowledge of HVAC, MEP, fire-fighting, and related engineering works.

- Coordinate with Project/Execution and Procurement teams regarding material and quantity requirements.
- Assist in estimation, costing, and preparation of quotations.
- Verify BOQ quantities and identify discrepancies, variations, or missing items.
- Maintain proper records of BOQs, quantity calculations, revisions, and supporting documents.
- Coordinate with relevant teams to ensure quantities are accurate and aligned with project requirements.

Required skills

- Good working knowledge of MS Excel.
- Knowledge of AutoCAD will be preferred.
- Basic understanding of MEP / HVAC / fire-fighting works.
- Ability to read and understand engineering drawings.
- Good numerical, analytical and calculation skills.
- Good attention to detail and the ability to identify quantity discrepancies.
- Candidates with experience in BOQ preparation and estimation for MEP / HVAC / fire-fighting projects preferred.

Qualifications

- Diploma / B.E. / B.Tech in Mechanical / Electrical Engineering (or equivalent).
- Candidates with relevant BOQ / estimation experience in MEP / HVAC / fire-fighting will be preferred.

What we offer

- A hands-on estimation role with growth into costing and tendering in a growing MEP/EPC organisation.
- Exposure to MEP, HVAC and fire-fighting projects and to the estimation and procurement functions.
- A salary of ₹22,000 – ₹30,000 per month (negotiable for the right candidate).

How to apply

Apply on the career portal of Cusec Consulting LLP at <https://cusecconsulting.com/careers>

Cusec Consulting is an equal-opportunity partner. We welcome applications from all qualified candidates regardless of gender, age, religion, caste, or background.