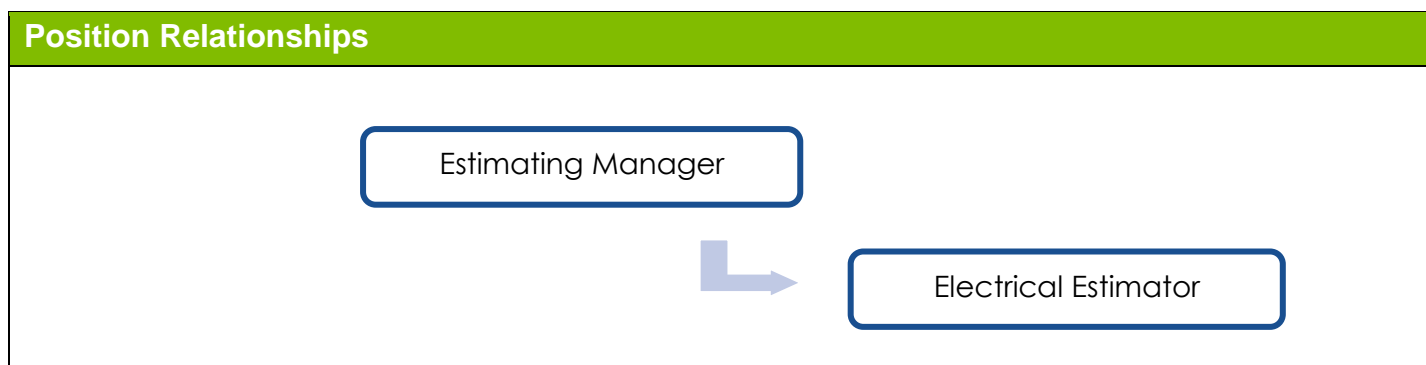


Job Description

Position Description	
Job Title	Electrical Estimator
Department	Estimating – Electrical
Reporting to:	Estimating Manager
Location	Banbridge
Hours	38
Scope of Role	Reporting to the Estimating Manager, the successful applicant will play a key role in estimating electrical costs as part of construction projects



Key Responsibilities
<ul style="list-style-type: none"> • Review Tender Drawings and Specs, Prepare Material and Labour Take-Off for Estimation • Full Project Estimation using our Trimble Estimating Software • Completion and Presentation of Tender Submissions incl Contract Sum Analysis • Provide Fully Costed Value Engineering Options • Follow Up on Completed Tenders • Provide Regular Report to Company Management • Represent the Company at Client Meetings

Person Specification

	Essential	Desirable
Qualification	Excellent understanding of estimating processes and the need for strong systems of internal control	HNC Building Services Engineering / NVQ Level 3 Electrical Installation / Time Served Electrician
	GCSE English & Maths or equivalent (Grade A*-C)	
Experience & Knowledge	2 years' experience in business support function	Minimum of 2 years estimating experience with a recognised Contractor
	Proficient in the MS Office Suite, particularly Excel, Word & Outlook.	Experience in working in Construction Sector
		Systems implementation experience
Abilities & Skills	Strong attention to detail	
	Proven ability to deliver high quality work within strict time frames	
	Ability to work on own initiative & as part of a team	
	Be able to work under tight deadline & schedules	
	Willing to travel to Ireland and the UK for client meetings	