



SENIOR ESTIMATOR-JOB DESCRIPTION

REPORTS TO: VP Engineering

SUMMARY:

Under the direction of the VP Engineering, the Senior Estimator will serve as the liaison between Sales, Engineering, & Contract Review. Prepares cost estimates and price quoting for product applications requested by customers.

QUALIFICATIONS:

- Associate's degree in Business or related field preferred
- 2 years fabrication/manufacturing experience to include sheet metal processes, welding processes, and powder coat application
- 2 years cost estimating experience, margin requirements, and volume pricing
- Ability to create cost models
- Must be able to read and understand blueprints, weld symbols, and bill of materials
- Ability to recognize set up reduction opportunities
- Ability to recognize tool and fixture requirements and estimates accordingly
- Bill of material (BOM)/Process routing oriented
- Must be able to navigate in a windows based computer environment
- Experience with Microsoft Office, including Outlook, Excel, and Word
- Proficient in JobBoss (ERP system) preferred

KEY RESPONSIBILITIES AND ACCOUNTABILITIES:

- Prepare cost estimates for sheet metal parts and weldments for new and existing customers.
- Prepare quotes, contracts and RFP/RFI responses for potential customers.
- Audit actual costs versus estimated.
- Develop BOMs and routing requests.
- Maintain all quote documentation with accurate pricing and configurations.
- Interact with Sales and Engineering teams to balance quote load and priority
- Enter quotes in JobBOSS and Tankulator.
- Report cost estimates to Sales management for pricing review.
- Analyze various pricing scenarios.
- Create cost models and quote design.
- Organize all sales inputs to ensure file availability for ECN construction.
- Responsible for re-pricing existing product as the metal market fluctuates.
- Responsible for ensuring all pricing is updated, margins are assigned properly, Production Control is informed of pricing changes, and all JobBOSS information is updated to reflect the changes.
- Perform other duties as assigned.
- Provide accurate quotes on a timely basis (24 – 48 hours for tank quotes)
- Successful purchase orders
- Ensure efficient and effective quoting process for the company
- Understands and demonstrates the 6 core behavioral expectations: Communicative, Motivated, Responsible, Dependable, Inquisitive, Accountability

Qualified individuals should send their resume to humanresources@unitedalloy.com

United Alloy Inc. is an Equal Opportunity Employer.

I have read and understand the job description for a United Alloy Senior Estimator.

Signature: _____

Date: _____