

Senior Electrical Estimator

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Company: Padstone Recruitment

Location: Rochester

Category: construction-and-extraction

Electrical Estimator

Our Client, a well established and reputable Mechanical & Electrical building services company has an excellent client and sub-contractor reputation. Office located Medway and offering a detailed service to recognised and repeat customers throughout London & the South East of England

At this time they are seeking to recruit an experienced Electrical Estimator who is enthusiastic, self motivated, a good team player but equally able to work on their own initiative.

Package- £57k/ £62k depending on experience and qualifications

Job Role/Responsibilities

- * Managerial skills in order to develop and lead an electrical estimating team.
- * Ability to manage and track multiple electrical tenders simultaneously.
- * Lead communication with clients and customer base, ensuring all requirements are met/mitigated to their satisfaction.

- * Review issued specifications, drawings, and other relevant documents, as well as tender clarifications and updates for the respective clients.
- * On site liaison with client/customer undertaking the relevant site survey and review.
- * Analysis and evaluation of potential project risk on both commercial and deliverable aspects.
- * Preparation of accurate pricing estimates with the proper level of detail, including labour, material, and subcontract items. Analysis and scrutiny of supplier and subcontractor quotations.
- * Collation of multi-discipline data to assist future evolution of tender process, identifying areas of weakness and strength.
- * Identify and present value engineering opportunities for cost-saving measures to accompany tender submissions.
- * Attend project site tender meetings, site reviews, and post-tender interviews as required.
- * Allocation of electrical estimating team labour to each tender opportunity and management throughout the submission process.
- * Manage, support and assist with the training of the estimating staff.
- * Ensure that all tender submissions are comprehensively reviewed and qualified correctly.
- * Determining type, quantity, cost of materials and fixtures needed for each project.
- * Regular review & evolution of the company's estimating documentation, making sure this is up to date with rates.
- * Weekly team meetings and tender reports.

* Generation and issue of handover documentation for secured projects ahead of meetings with the projects team

Skills Needed

* Comprehensive knowledge of both electrical and mechanical disciplines.

* Experience in presenting tenders to clients

* Good knowledge of Microsoft Office package (Excel/Word & Outlook)

* Strong understanding of both the residential and commercial construction sectors

* The ability to read tender specifications, and drawings and produce detailed pricing cost plans

* The ability to self-manage time and workloads and multitask various projects sequentially

* Experience in a similar position

* Ability to liaise and converse with clients in a professional manner

* Full UK driver's license

References will be required for this position.

Please send a CV or call the office (phone number removed)

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Cross References and Citations:

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