



JOB DESCRIPTION

POSITION TITLE: Estimating Engineer

DEPARTMENT: Sales & Marketing

REPORTS TO: Vice President of Sales and Marketing, Ft. Worth, TX

LOCATION: Ft. Worth, TX

WHO WE ARE: Composite Cooling Solutions (CCS) is a global leader as a design/engineering and construction contractor for custom built pultruded composite cooling towers. CCS specializes in field-erected FRP and concrete cooling towers, in both counterflow and crossflow designs. Please visit us at www.compositcooling.com.

SENIOR ESTIMATOR JOB OVERVIEW: CCS seeks to employ experienced, highly motivated, and professional individual for the position of Estimating Engineer. This position will be responsible for and involved in all aspects of the project estimating workups supporting the sales initiatives. This includes but is not limited to developing accurate project cost estimates in a professional manner and timely basis. The Estimating Engineer must have the skill and will to 1) deliver accurate project estimates in a professional manner and timely basis, 2) compliment the technical services team and contribute to the CCS sales initiatives, and 3) be knowledgeable with the construction bidding process, specifications, and drawings.

DUTIES & RESPONSIBILITIES:

Provide accurate, professional project estimates in a timely basis and support the technical services team.

- Budget Workups – Review the Budget Workup files provided during the Budget Estimate phase prepared by the Regional Sales Manager (RSM)
- Communicate with the RSM's to clearly understand the scope of work (SOW), specifications, drawings etc. and what the RSM did during the Budget Workup process; as a starting point.
- Work with Purchasing, Operations, and Engineering to understand and then cost the project SOW in accordance with CCS directives.
- Verify SOW after costing with respective RSM
- Maintain accurate and complete project files in accordance with directives used by the Sales and Technical Services team.
- Provide the official project estimate for the Proposal and/or Submittal documents for new projects, revised projects, and change orders.

KNOWLEDGE, SKILLS, EXPERIENCE AND ABILITIES REQUIRED:

- At least 2-5+ years of project construction estimating experience with an engineering aptitude. Preference given to experience working with design build construction subcontractors.
- Professional and polished individual who is organized, internally driven, team player and detail oriented.
- Proven experience consistently meeting company quotas and objectives.
- Excellent written and verbal communication.
- Excellent interpersonal and time management skills.
- Detail oriented with ability to multi-task.
- Works well with short deadlines.
- Excellent PC skills: MS Outlook, PowerPoint, Word, Excel, MS Project, CRM

EDUCATION DESIRED:

- Bachelor's degree, Mechanical Engineering preferred
- Commercial construction project estimating experience