

Inside Sales Estimator

Collicutt Energy Services Corp, recognized experts in engine rebuilds and servicing and a leader in the natural gas and diesel power generation industry, is currently seeking an Inside Sales Estimator to join our growing team, supporting both Canada and US operations. We are looking for a professional who is based out of Alberta and is ready for the opportunity to grow with the company and challenge themselves.

We offer: Competitive Wages, Solid Group Benefits, RRSP Matching, Referral Bonuses and Course Reimbursements!

Primary Job Functions

- Preparing cost estimates by analyzing project specifications and drawings and other requirements
- Responsible and accountable for the accurate, detailed, timely preparation of estimates
- Coordinating with technical staff or vendors/partners to develop accurate, complete and timely preparation of estimates and responsibilities
- Timely responses to inquiries and questions related to project status/specifics and provide regular status update reports as needed
- Managing project from point of sale to delivery
- Providing cost analysis/projections, design recommendations, systems integration and commissioning criteria, etc., as requested by sales and operations personnel
- Analyzing work scope to prepare time, cost, material and labor estimates
- Checking scope of work for completeness, coordinating bidding and review prices
- Identifying 3rd party contractors, internal and external supplier requirements to develop procurement plan
- Developing timely and accurate estimates to create competitive bids
- Analyzing blue prints, drawings and other documents to prepare time, cost, material and labor estimates
- All other duties as required

Qualifications and Education Requirements:

- 4-year degree bachelor's degree or equivalent business/field experience
- 2-5 years of experience preparing conceptual and detailed estimates of power generation equipment, specifically diesel, gasoline and gas standby and prime generators, ATS, Switchgear, grounding systems, weather/sound attenuated enclosures, control, and communication systems for power generation projects
- The ability to read specifications, schematics, P&IDs. Isometric and Mechanical equipment drawings and other related details that describe the scope of supply
- Experience preparing estimates and producing detailed proposals in support of our negotiated value added business beyond bid and spec

Required Competencies:

- Highly skilled in work planning, budgeting, scheduling, measuring and monitoring of resources
- Ability to read, write and communicate in a professional manner
- Strong organizational capabilities to ensure successful delivery and implementation of projects by effectively managing multiple tasks and timelines
- Strong aptitude for details
- Self-motivated and able to work independently and multi-task concurrently
- Excellent customer service and interpersonal skills, maintain effective working relationships with internal and external stakeholders
- Able to work efficiently as a part of a team and lead by examples, as well as autonomously
- Clean and valid driver's license and ability to travel
- Ability to pass pre-employment medical/physical testing as well as provide a clean criminal record check

This is an excellent opportunity to join a dynamic and growing organization. The potential for success with our expanding, progressive, privately owned business is unlimited. We recognize our team members as individuals and consider mutual RESPECT to be the key to building a cohesive, productive Team.

We offer a comprehensive compensation package including: solid group benefits, RRSP matching, referral bonus, course reimbursement and access to world class medical specialists through our unique Best Doctor's program as well as an Employee Assistance Program.

Please note that only candidates residing in Alberta will be considered for this position.

If you are interested in this exciting opportunity that offers endless learning opportunities, a safety-first philosophy, mutual commitment, fun, and community involvement, come be part of our FAMILY. Please submit your resume, salary expectation and availability date to HR@collicutt.com.

No One Gets Hurt ~ We Are Like a Family ~ Do What's Right ~ Do What You Say ~ It's Fun to Win ~ Finding a Better Way

