

We're hiring!
Seeking talented team members to join our ALBD family!

Job Title: Electrical Service Estimator

Position Type: Full-Time

Who We Are:

Since 2006, ALBD Electric & Cable has provided the highest-quality commercial and residential electrical installation, service and maintenance. We take pride in our 100% self-performance capabilities consisting of underground, ground-up, design-build, construction, tenant-improvements, and much more. ALBD's multi-faceted specialties and reputation have awarded our teams exciting projects with leaders in a wide array of industries.

We are not your average electrical contracting company. We are more than that. There is a cultivated family environment here at ALBD created by our ownership then nurtured by our leadership team. Many of our employees have been with us since inception and all of our employees are inspired by the opportunity for further development, training, and advancement.

Job Summary:

ALBD's Estimating Department is responsible for preparing bids for all requests for proposals. The Electrical Service Estimator is responsible for collaborating with the Service Director and/or Director of Sales for project cost determination and potential profitability for various commercial and other service projects to help meet department and company goals. This valued member of our team will be creative, solutions oriented, thrive on winning profitable work, be a team player, and have an inner drive for success.

Responsibilities:

- Analyze, review, and interpret Electrical Drawings, related project plans, and specifications to produce comprehensive Electrical estimates.
- Attend job walks, pre-bid meetings, collaborations and conferences with colleagues, clients and design professionals.
- Prepare accurate and detailed material, labor, equipment, time and miscellaneous \$5K to \$500K take-offs and estimates required for each RFP and/or project.
- Ability to estimate projects from start to finish of projects ranging from \$ in electrical scope.
- Must be able to perform accurate material takeoffs.
- Solicit pricing from suppliers and subcontractors.
- Draft scope letters, proposals, and vendor solicitations.
- Qualify vendor pricing quotes.
- Respond to Vendors and Clients regarding Bid Inquiries.
- Organize and File Bid Documents.
- Attend Project Hand Off Meetings.
- Review RFQ/RFP documents for the solicitation of subcontractors and vendors.
- Possess a high level of expertise in all phases of electrical construction.
- Enforce compliance with all applicable laws, regulations, safety standards and contracts and report all variances to the Division Manager.
- Other responsibilities and duties may be assigned.

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Education, Skills and Experience:

- 2-3 years experience as an Electrical Estimator for an electrical contracting company.
- 2-5 years field experience as a Service and/or Commercial Electrician eager to transition from the field to office.
- Excellent quantitative and analytic skills.
- Have knowledge and deep understanding of project cost estimates.
- Computer proficiency is a must.
- EBM and/or other Electrical software experience is a plus.
- EBM/PLANSWIFT Onscreen Take-off is a Plus.
- Respond to Customer Inquiries or request for Pricing Alternatives.
- Knowledge and ability to understand Architectural Drawings, MEP Drawings, and specifications.
- Good organization and communication skills.
- Experience in utilizing Electrical Estimating software, Bluebeam, Excel, and Building Connected.
- Team player with the ability to work independently to meet deadlines, goals, and objectives.
- Strong organization and time management skills with strong attention to detail.

Benefits:

- Competitive Compensation Packages
- Medical, Dental, Vision, Voluntary Insurance and 401K up to 3% match
- *And, ask about our Hiring Incentive Program!*

Are you interested in being part of our ALBD family?
Please submit your application and/or resume to: humanresources@albdinc.com
or call our [Human Resources Department @ 714.683.2030](tel:714.683.2030)