

## **ELECTRICAL ESTIMATOR – NATIONAL DIVISION**

Hunt Electric is a national design build electrical contracting firm grounded in the simple, powerful concept of performing efficient, quality work. Our loyalty is to our clients and our communities in more than 40 states. We are continually seeking individuals who are passionate about the electrical design and construction industry who want to contribute to our company growth. If you are driven, love what you do and hold yourself to a standard of excellence, we want to hear from you!

### **ROLE AND RESPONSIBILITIES**

The Estimator in the National Division prepares complete electrical estimates of industrial, automotive, mission critical, process conveyor controls projects, including all quotations and subcontractors required for the project. This position is located at our Bloomington, MN location and will travel 10-50% of the year.

- Accurately estimate labor, materials, and administrative costs for assigned projects.
- Interface with designers, project managers, general foreman and others to resolve issues throughout the project.
- Accurately interpret the design drawings submitted by customers or engineers.
- Utilize estimating software to properly estimate projects.
- Seek quotation of materials and subcontracts.
- May provide direction to Estimators and Project Assistants.

### **QUALIFICATIONS AND EDUCATION REQUIREMENT**

- Minimum two (2) year degree in electrical construction or related field.
- At least five (5) years of estimating experience in related markets.
- Excellent written and oral communication skills.
- Strong organizational skills and attention to detail.
- Proficient in Microsoft Office, Excel, Word, and Adobe/Bluebeam.
- Strong computerized estimating skills.
- Ability to multi-task and prioritize.
- Ability to manage workload and meet deadlines.
- Valid driver's license and ability to pass company Motor Vehicle Records check.

### **PREFERRED SKILLS**

- Experience with conceptual estimating, common code requirements and design/build estimating.
- Experience with an Estimating System.

### **PHYSICAL REQUIREMENTS**

- This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, filing cabinets, photocopiers and fax machines.
- Employees are frequently required to sit, and occasionally required to kneel, reach, stoop, crouch or crawl.

- This position requires the ability to lift files, open file cabinets, and bend or stand as necessary.
- This position requires the ability to travel to job sites for one or more days/nights.
- This position may occasionally lift up to 10 pounds.

## **BENEFITS**

Hunt offers a competitive total compensation and benefits package, which includes 100% employer paid health insurance, dental insurance, vision insurance, basic life insurance, paid vacation, sick and holiday time, 401(k) Profit Sharing Plan with an employer match and participation in the Employee Stock Ownership Plan.

**Apply online today at [www.huntelec.com](http://www.huntelec.com) or contact Megan Tragiai at (651) 643-6628!**

Hunt Electric Corporation is an Affirmative Action, Equal Opportunity Employer: M/W/Vets/Disabilities