

Job Description

Sales Estimator

Summary: The ideal candidate is self-motivated and a creative thinker to support the KES sales team and company responding to customer specifications, pricing equipment, assisting sales with situations on projects, supporting sales developing quotes, reviewing projects and attending meetings with sales, developing equipment standards, assisting marketing, review equipment set-up on the shop floor. The majority of the job will be performed at Company's location, with some travel required for meetings and equipment review at customer facilities.

Essential Duties and Responsibilities:

General:

- Collaborate with Account Managers and Sales team to price equipment offerings and product support documentation needing describe the equipment offerings.
- Ability to work effectively as part of a team or independently with minimal oversight.
- Assist with customer sales meetings in office and travel to a customer site.
- Review quotes, sales drawings with sales.
- Ability to follow complex instructions and diagrams.
- Ability to review mechanical and electrical drawings of existing equipment and update pricing and ability to write effective documentation.
- Review and Interpret customer specifications and respond line by line to specifications and provide pricing for non-KES items.
- Assist sales with equipment installation pricing.
- Coordinate with designers, technicians, and other personnel to incorporate concepts and information into prospective equipment design to develop a cost.
- Ability to use AutoCAD to open review, print electrical and mechanical drawings.
- Ability to understand electrical drawings and basic circuits
- Ability to understand mechanical drawings and basic mechanical operations.
- Update equipment installation pricing sheet and equipment pricing sheets,
- Ability to review mechanical and electrical drawings.
- Work with Marketing to create equipment write-ups. Review information on company website for correctness.
- Ability to multitask daily with multiple persons on different projects while meeting deadlines.
- Explain drawings and documents to KES personal, customer teams and engineers and provide feedback as necessary during meetings.
- Work with vendors to obtain, current pricing, documentation, and product information.
- Work with KES purchasing as needed on pricing issues.
- Perform drawing, product, codes & standards, and technology research.
- Maintain, support, and operate associated plotters and printers.

Job Skills and Experience Requirements

- Experience in AutoCAD a plus.
- Working knowledge of CAD standards and practices, engineering concepts and terminology.
- Expertise in PLC programming, Allen Bradley/Rockwell Logix products a plus.
- Experience in electrical or mechanical a plus.
- Experience with FANUC Robotics or other industrial robots a plus, but not required.
- Experience working independently at customer facility a plus.
- Interpreting electrical and mechanical schematics and diagrams a plus

- Good verbal and written communication skills.
- Proficiency with Adobe Acrobat, Microsoft office programs including Word, spreadsheets, email, and documents.
- Ability to multi-task several projects at one time.
- Excellent attention to details.
- Able to wear PPE including but not limited to ear plugs, hair and beard nets, steel toe shoes and lab coats at customer facilities.
- Able to withstand smells from food processing plant or pet food plant.
- Able to work in a noisy environment if required to attend a customer site.
- Have a valid driver's license.

EDUCATION AND EXPERIENCE

A high school diploma is required. Post-secondary and/or technical school education is highly desirable with a preferred drafting and/or construction related CAD experience with emphasis on electrical / mechanical disciplines. Ability to review multiple page customer documents and provide multiple responses. Proficient in Microsoft Word and Excel.

SUPERVISION

Position reports directly to the Vice President Sales and is under their general direction.

LANGUAGE SKILLS

Communicates effectively in both oral and written communications. Communicates with people outside the Company, representing the Company to customers, the public, government, and other external sources. Communicates with supervisor, peers and other Company staff working as part of a team contributing to Company goals.

REASONING ABILITY

Must be able to work with either verbal direction and/or from sales sketches/calculations to produce an acceptable work product with minimal supervision. Ability to define problems, collect data, establish facts, and draw conclusions drawing upon experience, research, and input from peers. This position may perform multiple job tasks daily and work with multiple sales persons daily. Able to review unusual or complex problems encountered and discuss with Vice President of sales for input and/or direction.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to sit; stand; walk; use hands to finger, handle, feel objects, tools or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee frequently is required to talk or hear. Travel by car, cab, tram and airplane. Attend workshops or seminars.

WORK ENVIRONMENT

While performing the duties of this position, the employee regularly works in an office environment with low to moderate noise. KES shop floor or customer's plant may be noisy. May be required to attend meetings and inspect equipment at a customer's plant. Plant conditions can be clean, noisy, dusty, hot or cold. Wearing of PPE, safety clothing, safety shoes and equipment may be required at times.